

# HOPKINTON MASSACHUSETTS



## ANNUAL TOWN REPORT 2014



## **Hopkinton Vision Statement**

**Hopkinton is a vibrant, welcoming community centrally located in New England and nestled 26.2 miles west of Boston. We are endowed with open space, natural resources, facilities and programs that promote a well-educated and healthy community. We are respectful of our past, engaged in our present and actively preparing for our future.**



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## **Thank You to Our Volunteers**

**The Town of Hopkinton extends its appreciation to our volunteers, appointed and elected, who serve on our town boards and committees. Our community benefits greatly from the work of residents who have given their time and effort so generously throughout the year. We thank our volunteers for their significant contributions to our town.**

**2014 Visioning Steering Group • 300th Anniversary Celebration Committee • ADA Oversight Committee • Affordable Housing Trust Fund Board • Appropriation Committee • Board of Appeals • Board of Assessors • Board of Health • Board of Selectmen • Cable Advisory Committee • Capital Improvement Committee • Cemetery Commission • Commissioners of Trust Funds • Community Preservation Committee • Conservation Commission • Council on Aging • Cultural Council • Design Review Board • Downtown Initiative Civic Group • Downtown Initiative Steering Committee • Earth Removal Agent • Elementary School Building Committee • Fence Viewer • Field Inspector • HCAM Board of Directors • Historical Commission • Historic District Commission • Housing Authority • Housing Committee • Lake Maspenock Dam Advisory Group • Library Trustees Board • Marathon Committee • Marathon Fund Committee • MBTA Advisory Board • Metropolitan Area Planning Council • Metropolitan Planning Organization • Metrowest 495 Partnership • Metrowest Regional Transit Authority • Moderator • Open Space Preservation Committee • Parking Clerk • Parks and Recreation Commission • Permanent Building Committee • Personnel Committee • Planning Board • Regional Vocational School Representative • Registrar of Voters Board • School Committee • SMOC Representative • Surveyor of Wood, Lumber & Bark • Sustainable Green Committee • Tax Relief Committee • Town Buildings Study Group • Tree Warden • Trustees of the School Fund • Upper Charles Trail Committee • Veterans Celebration Committee • Veterans Grave Officer • Woodville Historic District • Youth Commission • Zoning Advisory Committee**



2014

## Annual Report of the Town Offices



**Town of Hopkinton**

**Massachusetts**

To the Citizens of Hopkinton:

The Board of Selectmen respectfully submit the 2014 Annual Town Reports of the Town of Hopkinton's offices, boards, and committees for the calendar year beginning January 1, 2014 and ending December 31, 2014.

The financial data presented in this year's Town report covers fiscal year 2014 that is the period from July 1, 2013 to June 30, 2014.

***Please bring this report to Town Meeting on May 4, 2015.***

We encourage interested residents to join us online at [www.hopkintonma.gov](http://www.hopkintonma.gov) for all town announcements, the town calendar, board & committee agendas, email notice lists, online archives & records, emergency management webpage and so much more!

If you have a smart phone or tablet, you may visit the Town's website to sign up for email subscription lists that will go directly to your inbox to keep you updated with current meetings, events, news and announcements, please visit: <http://www.hopkintonma.gov/home/about/follow>

Also, please follow us on Twitter and Facebook!

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# Town Officers & Committees 2014

## BOARD OF SELECTMEN – ELECTED

Todd A. Cestari, Chairman.....	2015
John M. Mosher, Vice-Chair.....	2016
Benjamin L. Palleiko.....	2016
Michelle A. Gates.....	2015
John M. Coutinho .....	2017

## FIRE CHIEF A – BOS

P. Kenneth Clark

## POLICE CHIEF A – BOS

Edward Lee

## FINANCE DIRECTOR A – BOS

Christopher Howell .....	2017
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## TOWN CLERK – ELECTED

Geri Holland .....	2016
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## TOWN MODERATOR – ELECTED

Bruce Karlin, MD .....	2016
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## TOWN COUNSEL A – BOS

J. Raymond Miyares.....	2015
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## TOWN MANAGER A – BOS

Norman Khumalo

## TOWN TREASURER/COLLECTOR A – TM

Maureen L. Dwinnell.....	2016
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## TOWN ENGINEER/FACILITIES DIR A – TM

David T. Daltorio

## AFFORDABLE HOUSING TRUST

### FUND BOARD A – BOS

Thomas Nealon.....	2016
Todd Cestari, Board of Selectmen Rep.....	2015
Maryanne Chambers.....	2016
Amman Haidri.....	2015
Beth Malloy .....	2015

## AMERICANS WITH DISABILITIES A – BOS

Charles Kadlik, Coordinator  
Corresponds with position of Director  
Of Municipal Inspections

## AMERICANS WITH DISABILITIES ACT

### OVERSIGHT COMMITTEE A – BOS

VACANCY, at Large .....	2014
VACANCY, School Committee .....	2014
Pamela Loch, at Large.....	2015
Dave Daltorio, Facilities Director.....	A–TM
Lori Nickerson .....	2015

## ANIMAL CONTROL OFFICER

William J. Proctor .....	2015
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## APPROPRIATION COMMITTEE A – S/M/TC

Michael Manning, Chairman .....	2015
Pamela Waxlax .....	2017
Wayne Pacheco .....	2017
Patrick Mahon .....	2016
Christopher Howell, Ex-Officio, CFO.....	P
Shahidul Mannan .....	2016

## BOARD OF APPEALS A – BOS

Rory Warren, Chairman .....	2018
June Correia Clark.....	2017
G. Michael Pierce .....	2016
Michael DiMascio.....	2016
John Savignano .....	2019

## BOARD OF APPEALS – ASSOCIATE A – BOS

Mark Hyman .....	2017
Margaret Shaw .....	2018
Jim Meyer .....	2015
VACANCY .....	2016

## BOARD OF ASSESSORS – ELECTED

Dr. John Duffy, Chairman .....	2015
John Palmer .....	2017
Mary Jo LaFreniere .....	2016

## BOARD OF HEALTH – ELECTED

Jennifer Belesi.....	2017
Nasiba Mannan .....	2016
Paul Winshman, Chairman.....	2015

## BOARD OF LIBRARY TRUSTEES – ELECTED

John Belger .....	2015
June Harris, Secretary .....	2017
Michael McNamara.....	2016
Stanley Pulnick, Co-Chair .....	2017
Susan Porter, Co-Chair .....	2016



**BOARD OF REGISTRARS     A – BOS**

Geri Holland, Town Clerk .....	2016
Christine Dietz.....	2015
Joyce Brousseau .....	2016

**300th ANNIVERSARY CELEBRATION****COMMITTEE     A – BOS**

Jean Bertschmann, Chair .....	2015
Craig Stanley.....	2015
Hanan Cohen .....	2015
Michelle Murdock .....	2015
Scott Richardson .....	2015
Ann Click, Associate.....	2015
Pat Lynch, Associate .....	2015

**CABLE ADVISORY COMMITTEE     A – BOS**

Kurt Fliegau, Chair .....	2016
Maureen Bumiller .....	2015
Robert Hamilton .....	2015

**CAPITAL IMPROVEMENT COMMITTEE     A – BOS**

Christian Franklin, Chair .....	2016
Alton Chen.....	2018
David Fine .....	2019
Nate Oram.....	2017
Ronald Eldridge.....	2016

**CEMETARY COMMISSIONERS – ELECTED**

Lynn Fournier, Chair.....	2016
Claire Wright, Secretary .....	2017
Thomas Pratt .....	2015

**COMMISSIONERS OF TRUST FUNDS – ELECTED**

Maureen Bumiller, Chair.....	2016
Thomas Garabedian.....	2015
Muriel Kramer, Secretary .....	2017

**COMMUNITY PRESERVATION****COMMITTEE     A – VARIOUS COMMITTEES**

Henry Kunicki, Chair.....	2017
Jeffrey Doherty, Vice-Chair.....	2015
Dianna Doucette, Historical Com. ....	2015
F. Eric Sonnett, P&R Commission.....	2015
James Ciriello, Conservation Com. ....	2015
Kenneth Weismantel, Planning Bd.....	2015
VACANCY, Housing Authority .....	2015
Ronald Clark, BOS .....	2016
Alfred Rogers, BOS.....	2015

**CONSERVATION COMMISSION     A – BOS**

Jeffrey Barnes, Chair .....	2015
Marcus Waldron, Vice-Chair .....	2017
Craig Nation.....	2015
Edwin Harrow.....	2016

**CONSERVATION COMMISSION     A – BOS**

James Ciriello.....	2016
Kerry Reed.....	2015
Melissa Recos.....	2016

**CONSTABLES – ELECTED**

Michael Umina, Sr. ....	2016
Patrick O'Brien.....	2017
Donald S. Creswell, Sr. ....	2018

**SPECIAL CONSTABLE     A – BOS**

Nelson Goldin.....	2017
William Pickett.....	2017

**COUNCIL ON AGING     A – BOS**

Pasquale Baratta, Chair .....	2016
David Nelson .....	2015
Donna Deneen .....	2017
Eunice Inman.....	2017
John McInerney.....	2015
John Palitsch .....	2016
Carol Walsh .....	2016

**COUNCIL ON AGING ASSOCIATES     A – BOS**

Robert Auclair.....	2015
John Gardner.....	2015

**CULTURAL COUNCIL     A – BOS**

Barbara Timko, Chair .....	2015
John Savignano .....	2015
Laima Whitty.....	2016
Dave Roberts.....	2015
Nancy Legasse .....	2015
Steve Spector.....	2016
Mary Weinstein .....	2016
Mary-Anne Guild .....	2016
Mary Ansell .....	2016

**DESIGN REVIEW BOARD     A – PL.BD**

Sue-Ellen Stoddard .....	2015
Claire Wright.....	2015
Gail Fallon .....	2015
Jeannette Thomson .....	2015
Jeffrey Doherty .....	2015
Ria McNamara, alternate .....	2015
Shawn McGuiness, alternate .....	2015

**DIRECTOR MUNICIPAL INSPECTIONS     A – TM**

Charles Kadlik

**DIRECTOR DEPT OF PUBLIC WORKS     A – TM**

John K. Westerling



**DOWNTOWN INITIATIVE STEERING  
COMMITTEE    A – TM**  
(Inactive)

**EARTH REMOVAL AGENT    A – PL. BD**  
Don MacAdam.....2016

**ELEMENTARY SCHOOL BLDG/COMM    A – BOS**  
John Mosher, Board of Selectmen.....LOP  
Norman Khumalo, Town Manager .....LOP  
Jonathan Graziano, SC Member.....LOP  
Kelly Knight, Alternate SC Member.....LOP  
Dr. Cathy McLeod, School Super. ....LOP  
David Daltorio, Town Engineer.....LOP  
Lauren Dubeau, Center Sch. Principal .....LOP  
Michael Shepard, Community Member.....LOP  
Joseph Markey, Community Member .....LOP  
Pamela Waxlax, Appropriation Comm. ....LOP  
John Weaver, Community Member.....LOP  
Robert Nickerson, Community Member.....LOP  
Ralph Dumas, Finance Director .....LOP

**EMERGENCY MANAGEMENT OFFICER A – BOS**  
P. Kenneth Clark, Fire Chief

**FENCE VIEWER    A – BOS**  
Vacancy .....2015

**FIELD DRIVER    A – TM**  
Vacancy .....2015

**FOREST FIRE WARDEN**  
P. Kenneth Clark, Fire Chief

**HOPKINTON HISTORIC  
DISTRICT COMMISSION    A – BOS**  
Beth Kelly, Chair .....2015  
Jeannette Thomson, Vice Chair  
Boston Society of Architects Rep .....2015  
Michael Auen.....2016  
Claire Wright, Secretary .....2016  
Amy Ritterbusch .....2017  
Stacy Spies.....2017  
Melanie Smith .....2015

**HISTORICAL COMMISSION    A – BOS**  
Michaelyn Holmes, Chair .....2015  
Michael Roughan, Vice-Chair.....2015  
Claire Wright, Secretary .....2016  
Shannon Reilly.....2017  
Dianna Doucette .....2015  
Nancy Stevenson, Secretary .....2017  
Ronald Yankee, Treasurer.....2016

**HOPKINTON COMMUNITY ACCESS & MEDIA  
(HCAM) BOARD OF DIRECTORS    A – BOS**  
George T. Joseph..... 2015

**HOUSING COMMITTEE    A – BOS**  
(Inactive)

**HOUSING AUTHORITY – ELECTED**  
Renee Gilson, Chair ..... 2017  
Marilyn Palmer ..... 2016  
Nancy Kelleigh ..... 2016  
Warren Johnson..... 2017  
Marilyn Stearman ..... 2015

**INSPECTOR OF ANIMALS    A – TM**  
William Proctor..... 2015

**INSPECTOR OF ANIMALS (ASSISTANT)    A – TM**  
Cynthia Proctor..... 2015

**LAKE MASPENOCK DAM ADV. GROUP    (LOP)**  
Michael Riley, Lake Maspenock Resident rep  
Frank Holland, Lake Maspenock Resident rep  
Evan Lowell, at-large Hopkinton Resident  
David Gibbs, Associate Member  
Melissa Recos, Conservation Commission rep  
Robert Dobinski, Parks & Recreation Comm. Rep

**METROPOLITAN AREA PLANNING  
COUNCIL (MAPC)    A – BOS**  
Amanda Fargiano..... 2017  
Elaine Lazarus, alternate..... 2017

**MARATHON COMMITTEE    A – BOS**  
Dorothy Ferriter Wallace, Chair ..... 2016  
Police Dept. Rep: Police Chief Edward Lee.....P  
Lt. Charles Wallace, Int. Police Chief .....P  
Fire Dept. Rep: Chief P. Kenneth Clark .....P  
DPW Dept.: Michael Mansir, Hwy Mgr. ....P  
Parks & Recreation Rep's:  
Tim Kilduff/Robert P McGuire .....P  
School Dept. Rep: Al W. Rogers Jr. ....P  
Robert A. Levenson ..... 2017  
Thomas Coburn..... 2017  
Jane Marie Goodman ..... 2015  
Judith Pitasi..... 2016  
Mary Jo LaFreniere ..... 2016  
Jacques LeDuc ..... 2016  
Craig Gormley..... 2016  
Jean Cann ..... 2016  
Adam Munroe..... 2016  
Alex Danahy ..... 2015



The Marathon Committee recognizes Sgt. Joseph Bennett and Deputy Fire Chief Steve Slaman for their attendance at all meetings and significant contributions as part of their duties on the Marathon Public Safety Tea

#### **MARATHON FUND COMMITTEE A – BOS**

Colleen Charleston .....2015  
 Carole Nathan, Chairman .....2015  
 Marathon Committee Rep: .....2015  
 MaryJo LaFreniere Parks &  
 Recreation Commission Rep: .....2015  
 Daniel Terry School Committee Rep: .....2015  
 Ellen Scordino  
 Board of Selectmen Rep: .....2015  
 John Coutinho

#### **METROWEST REGIONAL TRANSIT AUTHORITY**

##### **BOARD A – BOS**

John Coutinho (BOS REP) .....2015  
 VACANCY .....2015

#### **MUNICIPAL COORDINATOR UNDER THE RIGHT TO KNOW LAW A – BOS**

Fire Chief P. Kenneth Clark  
 (term coincides with The Fire Chief position)

#### **MUTUAL AID BUILDING INSPECTOR A – MBI**

Vacancy

#### **OPEN SPACE PRESERVATION COMM A – BOS**

Jeffrey Doherty, Chair .....2018  
 Conservation Comm. Rep: Edwin Harrow .....2015  
 Planning Bd. Rep: John Ferrari .....2019  
 BOS Rep: John Mosher .....2016  
 Nancy Peters .....2017

#### **PARKING CLERK A – TM**

Geri Holland .....2015

#### **PARKS & RECREATION COMMISSION – ELECTED**

Robert McGuire .....2017  
 F. Eric Sonnett .....2016  
 Robert Dobinski, Chair .....2015  
 Amy Markovich .....2017  
 Daniel Terry .....2015

#### **PERMANENT BUILDING COMMITTEE A – BOS**

Mark Gates .....2017  
 Daniel McIntyre .....2015  
 Vaib Dadabe .....2016  
 Michael DiMascio .....2016  
 David Godfrey .....2015

#### **PERSONNEL COMMITTEE A – BOS**

Owen Mangan .....2017  
 Patricia Duarte .....2015

#### **PERSONNEL COMMITTEE A – BOS**

Katherine Dlugolecki .....2017  
 Kathleen Laflash .....2015  
 Robert Levenson, Chair .....2016

#### **PLANNING BOARD – ELECTED**

Frank Sivo .....2015  
 John Ferrari .....2018  
 Francis D'Urso .....2015  
 Kenneth Weismantel, Chair .....2017  
 Francis DeYoung .....2015  
 Matthew Wade .....2017  
 Claire Wright .....2016  
 Brian Karp .....2016  
 Deborah Thomas .....2015

#### **PLUMBING & GAS INSPECTOR A – MBI**

Charles A. Dabritz .....2015

#### **PLUMBING & GAS INSPECTOR (ASS'T) A – MBI**

Peter Zereski .....2015

#### **POLICE (AUXILIARY) A – BOS**

Don Creswell, Chief .....2015  
 Lino Morales, Officer .....2015  
 Jane Goodman, Officer .....2015  
 Stuart Montgomery, Officer .....2015  
 Douglas Oliver, Officer .....2015  
 Richard Keough, Sargent .....2015

#### **PRINCIPAL ASSESSOR A – TM**

John Neas

#### **PUBLIC WEIGHERS A – MBD**

Stephen Nedoroski .....2015  
 Kathleen McIntyre .....2015  
 John Palmer .....2015  
 Jayne Adams .....2015  
 Thomas McIntyre .....2015  
 Jaime Wright .....2015  
 Kelli McIntyre .....2015

#### **REGIONAL VOCATIONAL SCHOOL A – BOS**

Mia-Leigh Crandall .....2017  
 Ruth Knowles .....2016

#### **REGISTRAR OF VOTERS BOARD A – BOS**

Carol Walsh .....2017  
 Christine Dietz .....2015  
 Joyce Brousseau .....2016

Geri Holland, Town Clerk .....2016

**SOUTH MIDDLESEX**

**COUNTY COUNCIL (SMOC) A – BOS**

Vacancy

**SCHOOL COMMITTEE – ELECTED**

Jonathan Graziano, Chair.....2015

Ellen Scordino, Vice-Chair .....2016

Lori Nickerson .....2017

Kelly Knight .....2017

Jean Bertschmann.....2015

**SEALER OF WEIGHTS & MEASURES A – TM**

Louis Sakin .....2015

**SURVEYOR OF WOOD, LUMBER & BARK A – TM**

Vacancy

**SUSTAINABLE GREEN COMMITTEE A – BOS**

Laura Connolly, Chair .....2015

Jean Gokey, Vice-Chair .....2015

Aubrey Doyle, Secretary .....2017

Ria McNamara .....2015

Francis D’Urso .....2017

Andy Boyce.....2015

Mark Stephan.....2015

John Keane .....2017

Kenneth Parker, Associate.....2015

Margo Roman, Associate .....2015

Vacancy, Associate .....2015

John Mosher, BOS rep.....2015

Vacancy, Planning Board rep .....2015

**TAX RELIEF COMMITTEE A – BOS**

Nancy Haines, Chair .....2015

John Palmer.....2015

Patricia Kuehne.....2015

Dr. John Duffy, Board of Assessors Rep.....2015

Maureen Dwinnell, Town Treasurer Rep .....2015

**TOWN BLDG STUDY GROUP (Inactive) A – BOS**

**TREE WARDEN A – DPW DIRECTOR**

Paul Gleason.....2015

**TRUSTEES/SCHOOL FUND APP’T – TOWN MTG**

Philip Gaurino, President .....APPT- TN MTG

Nancy Lagasse .....APPT- TN MTG

Deborah Finnerty.....APPT- TN MTG

Jennifer Blake.....APPT- TN MTG

Anthony Rizzo .....APPT- TN MTG

Maura McNamara .....APPT- TN MTG

Kathleen DeNaro .....APPT- TN MTG

**UPPER CHARLES TRAIL COMMITTEE A – BOS**

Kenneth Parker, Chair .....2015

Robert Snyder .....2017

Gary Trendel.....2016

Michael Resteghini .....2015

Barry Rosenbloom, Alternate .....2016

David O’Brien, Alternate.....2016

Jane Moran, Rep for Residents/Abutters.....2016

John Coutinho, BOS Rep .....2016

F. Eric Sonnett, Parks & Rec Rep.....2016

Vacancy, OSPC Rep .....2016

Jeff Barnes, ConCom Rep .....2015

**VETERANS’ AGENT**

**(MetroWest Veterans Services appointment)**

John Givner.....2015

**VETERANS’ CELEBRATION COMMITTEE A – S**

Michael Whalen, Chair.....2017

Colleen Charleston, Secretary.....2015

Nancy Drawe .....2017

James Mirabile.....2016

Eric Rogers.....2015

Judi Reagan.....2015

Sarah Whalen .....2015

Cynthia Chesmore, Senior Ctr. Liaison.....2017

**WIRING INSPECTOR A – MID**

Edward V. Hicks .....2015

**ASSISTANT WIRING INSPECTOR A – MID**

Louis Travaglini.....2015

**VETERANS GRAVE OFFICER A – BOS**

Michael Whalen .....2019

**WOODVILLE HISTORIC**

**DISTRICT COMMISSION A – BOS**

Kris Waldman, Chair .....2015

Tina Berlad.....2016

Kenneth Johnson .....2017

Vacancy, Boston Society of Arch. Rep. ....2017

George Reimann .....2015

Paul Larter.....2017

Sean Davan .....2016

**YOUTH COMMISSION A – BOS**

Margie Wiggin, Chair.....2017

Amanda Fargiano.....2015

Jeanne Reimonn.....2017

Renee Dean.....2016

Julie Hamm.....2015

Michelle Dineen Jerrett.....2016

Sharon Mastrangelo .....2016



## YOUTH COMMISSION A – BOS

Kelly Knight, Liaison .....	2015
BOS Rep: Todd Cestari, Liaison.....	2015
Parks & Rec. Rep: Daniel Terry, Liaison .....	2015
Police Dept. Rep: Officer Philip Powers, Liaison .....	2015

## ZONING ADVISORY COMMITTEE A – PLBD

James Ciriello.....	2015
Mavis O’Leary .....	2015
David Hamacher .....	2015
Sandy Altamura.....	2015
Scott Richardson .....	2015
John Ferrari.....	2015
Carol DeVeuve.....	2015
John Coutinho.....	2015
Michael Pierce .....	2015
Ria McNamara.....	2015

# Board of Selectmen

The Board of Selectmen and Town Manager respectfully submit the Annual Report of the Town of Hopkinton, for the calendar year ending December 31, 2014.

First, the Board wishes to recognize the loss of those Hopkinton citizens who willingly served the community in both professional and volunteer capacities:

- Richard Bartlett, member of the Fire Department
- Sandra Darney, Elementary School teacher
- Gary Haines, Fence Viewer, Surveyor of Wood, Lumber & Bark;
- William McRobert, former Hopkinton Police Chief;
- Agnes Rogers, Elementary school teacher
- Davison Welch, PolyArts
- John Woodward, Finance Committee

The Board of Selectmen offers its sincere condolences to families and friends of the deceased, as well as appreciation for the many contributions made to move Hopkinton toward being the town it is today.

In accordance with the provisions of the M.G.L. and the Town Charter of the Town of Hopkinton, members of the Board of Selectmen are the Chief Elected Officials of the community. As such, the Board is responsible for:

- Setting policy and determining the general goals and priorities of the Town;
- Establishing policies and practices for all facets of local government;
- Appointing individuals to paid positions, boards and committees under their jurisdiction;
- Serving as the local licensing authority;

- Representing the Town of Hopkinton in all legal affairs; and
- Serving as the liaison to all committee and Town Departments.

The Board of Selectmen typically meets on the first and third Tuesday evening of each month in Room 215/216 at Town Hall. Board meetings are televised via the local cable channel (HCAV). Please visit [www.hopkintonma.gov](http://www.hopkintonma.gov) for specific dates, times, agendas, meeting packets, minutes and much more.

You may also visit the Town’s website to sign up for email subscription lists that will go directly to your inbox to keep you up to date on Selectmen meeting agendas, public works project announcements, traffic alerts, trash and recycling schedules, town announcements, employment opportunities and much more! To keep abreast with current events and announcements, please visit:

<http://www.hopkintonma.gov/home/about/follow>

The year 2014 proved to be a year packed with many unique challenges that faced our community. The Town also saw many great accomplishments. Some of the key highlights and accomplishments of the Board of Selectmen and Town Manager’s Office for 2014 include:

- The Town strengthened its bond rating to AAA;
- Appointment of Edward Jeffrey Lee, Jr., formerly a Sergeant of the Woonsocket, RI, Police Department, to the position of Chief of Police of the Hopkinton Police Department;
- A Visioning Steering Group was appointed by the Board of Selectmen and charged with

developing a unified vision for the community. By year's end, a Community Visioning Statement was developed and approved by the Selectmen as the Town's most recent blueprint for guiding decisions that can affect Hopkinton's future;

- At the request of the Board, the town passed a \$1.25 million override to reduce the Town's excess levy capacity, ensuring voters a greater voice on the tax impact to the community in future years;
- Passage of a new Town policy on plowing private ways;
- Executed a revised Wheelabrator, Inc. contract to save taxpayers approximately \$700,000 over the remaining thirteen years of the contract for municipal waste disposal;
- Completion of the Center Trail Project;
- The Board commissioned an extensive water and sewer infrastructure and rate payer analysis, which will guide the community's water policy;
- The Board executed an easement and quitclaim deed for two parcels off of 294 Hayden Rowe Street, adding two new pieces to the continued development of the Upper Charles Trail Network Project;
- On April 21, 2014, the 118<sup>th</sup> running of the Boston Marathon started in Hopkinton - undaunted by the tragic events of 2013. A special thank you to the Hopkinton Police Department, Hopkinton Fire Department, the Marathon Committee and all Local, State and Federal Agencies that helped make the day a safe community event, that year after year we are proud to share with the world!;
- Extensive renovations of Town Hall were finalized, preserving the downtown historic structure for many decades to come. Restorations include recalibrated brick for the entire building, a replaced slate roof and a complete rehabilitation of the basement floor of the building;
- The Board of Selectmen negotiated and approved an omnibus Host Community Agreement for The Mews development on Lumber Street, which ensures proper mitigation for the large-scale development in Town;

- The Town received a \$5.5 million grant through the MassWorks Infrastructure Grant Program to help finalize the downtown corridor redevelopment and connect access roads to Legacy Farms North;
- Town Hall hours of operation were amended to allow greater ease of access for citizens to Town services.

The Board has strived to optimize value for taxpayers - striking a balance between delivering the high level of service residents have come to expect, while keeping costs manageable for personal budgets. As we begin 2015, the Town is in one of the most competitive financial positions we have experienced in years.

Please let us know if you have suggestions for improvements in the way we are conducting our business. We continue to look forward to serving you.

The Board of Selectmen would like to extend its appreciation to all Town volunteers and employees for their efforts, time and energy in 2014. As the community approaches the 2015 Special Town Meeting, Annual Town Meeting and Special and Town Elections, a vast majority of the nearly 42 articles approved at the 2014 Annual Town Meeting are registered complete or near completion. It is due to the expertise and dedication of our Town volunteers and staff that we are able to count this as an accomplishment for 2014, and it is their effort that serves as the cornerstone to our success.

Finally, in this celebratory year of the 300th Anniversary of Hopkinton's founding, I ask you to consider honoring those who have come before you, those who served to make Hopkinton the Town it is today. Please do so by volunteering and making your voice heard. Harmonious outcomes are most easily achieved through the voices of many.

Best wishes for 2015.

Respectfully submitted,

Todd A. Cestari  
Chairman, Board of Selectmen



# Town Meetings/Warrants/Elections

COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HOPKINTON  
ANNUAL TOWN MEETING WARRANT  
MONDAY, MAY 5, 2014

Housing Authority (1)	5
Parks and Recreation Commission (2)	3
Planning Board (1)	5
School Committee (2)	3

(Voter Registration Deadline: Tuesday, April 15, 2014,  
8:00 p.m.)

MIDDLESEX, ss.

To any of the Constables of the Town of Hopkinton in  
said County,

GREETINGS:

In the name of the Commonwealth of Massachusetts  
you are hereby required to notify and warn all  
inhabitants of the Town of Hopkinton qualified to vote in  
elections and in Town affairs:

**To bring in their ballots on Monday, May 19, 2014, to  
an adjourned session of the Annual Town Meeting  
held at the Hopkinton Middle School Gymnasium,  
for the election of the following Officers:**

## Offices for the May 19, 2014 Election

Office	Term (Years)
Selectmen (1)	3
Board of Assessors (1)	3
Board of Health (1)	3
Board of Library Trustees (2)	3
Cemetery Commissioner (1)	3
Commissioner of Trust Fund (1)	3

**AND, also, to vote "Yes" or "No" on the following  
questions appearing on the ballot in accordance  
with Chapter 59, Section 21C of the *Massachusetts  
General Laws*.**

"Shall the Town of Hopkinton be required to reduce the  
amount of real estate and personal property taxes to  
be assessed for the fiscal year beginning July first, two  
thousand and fourteen by an amount equal to  
\$1,250,000?"

"Shall the Town of Hopkinton be allowed to exempt from  
the limitations imposed by Chapter 59, Section 21C of  
the *Massachusetts General Laws* (Proposition 2 1/2, so-  
called), the amounts required to pay for the  
bond issued for costs related to the  
renovation, restoration, expansion, construction  
and reconstruction of the Hopkinton Public Library?"

**For this purpose the polls will be open from 7:00 a.m.  
to 8:00 p.m.**

**AND, further, to meet at the Hopkinton Middle  
School Auditorium at 88 Hayden Rowe Street, on  
Monday, May 5, 2014, at 7:00 p.m., then and there  
to act upon the following Articles:**

## REPORTS

### ARTICLE 1: Acceptance of Town Reports

Sponsor: Town Manager

To hear the Reports of Town Officers, Boards and  
Committees.

Pass any vote or take any act relative thereto

## **FINANCIAL – FISCAL YEAR 2014**

### **ARTICLE 2: FY 2014 Supplemental Appropriations**

**Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to supplement operating budgets for the fiscal year ending June 30, 2014.

Pass any vote or take any act relative thereto

### **ARTICLE 3: FY 2014 Budget Transfers**

**Sponsor: Town Manager**

To see if the Town will vote to transfer a sum or sums of money between and among various accounts for the fiscal year ending June 30, 2014.

Pass any vote or take any act relative thereto.

### **ARTICLE 4: Unpaid Bills from Previous Fiscal Years**

**Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to pay unpaid bills from prior fiscal

years, in accordance with the provisions of Chapter 44, Section 64, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

## **FINANCIAL – FISCAL YEAR 2015**

### **ARTICLE 5: Property Tax Exemption Increase**

**Sponsor: Board of Assessors**

To see if the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to provide an additional real estate tax exemption in the fiscal year beginning July 1, 2014, for those qualifying for an exemption under Chapter 59, Section 5, clauses

17D, 22, 22A, 22B, 22C, 22D, 22E, 37A, 41C, 42 or 43 of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

### **ARTICLE 6: Amend the Salary of an Elected Official**

**Sponsor: Personnel Committee**

To see if the Town will vote to fix the salary or compensation of all of the elected officers of the Town in accordance with Chapter 41, Section 108, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

### **ARTICLE 7: Fiscal 2015 Operating Budget**

**Sponsor: Town Manager**

To hear and act on reports and recommendations of the Appropriation Committee and to see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide, a sum or sums of money for the operation and maintenance of Town Departments for the fiscal year beginning on July 1,

2014, and that such sums be expended for such purposes under the direction of the respective Town Officers, Boards and Committees.

Pass any vote or take any act relative thereto



<b>ARTICLE 8:      Underride</b>	<b>Sponsor: Board of Selectmen</b>
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To see if the Town will vote, as a nonbinding resolution, to support an affirmative vote on the upcoming ballot question to reduce the amount of real estate and

personal property taxes to be assessed for the upcoming fiscal year (the “underride”).

Pass any vote or take any act relative thereto.

<b>ARTICLE 9:      FY 2015 Revolving Funds</b>	<b>Sponsor: Town Manager</b>
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To see if the Town will vote to authorize or re-authorize the use of revolving funds containing receipts from the fees charged to users of the services provided by the various Boards, Committees, Departments or Offices of

the Town, pursuant to Chapter 44, Section 53E 1/2, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

<b>ARTICLE 10:      Chapter 90 Highway Funds</b>	<b>Sponsor: Town Manager</b>
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To see if the Town will vote to appropriate a sum or sums of money from the proceeds due to the Town pursuant to Chapter 90 of the *Massachusetts General Laws*, for the purposes of repair, construction, maintenance and preservation of the Town’s roads and bridges and other related costs, which qualify under the State Aid Highway

Guidelines adopted by the Massachusetts Department of Transportation; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

<b>ARTICLE 11:      Transfer to Capital Expense Stabilization Fund</b>	<b>Sponsor: Town Manager</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing the Capital Expense Stabilization Fund, to be used, upon

further appropriation, for any lawful future capital expense.

Pass any vote or take any act relative thereto.

<b>ARTICLE 12:      Transfer to General Stabilization Fund</b>	<b>Sponsor: Town Manager</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing the

General Stabilization Fund, to be used, upon further appropriation, for any lawful purpose.

Pass any vote or take any act relative thereto.

<b>ARTICLE 13:      Other Post Employment Benefits Liability Trust Fund</b>	<b>Sponsor: Town Manager</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to be credited to the Other Post Employment Benefits Liability Trust Fund.

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Pass any vote or take any act relative thereto

## **CAPITAL EXPENSES AND PROJECTS**

### **ARTICLE 14: Pay-As-You-Go Capital Expenses**

**Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to fund the following Pay-As-You-Go capital purchases and projects:

<b><u>Purchase or Product</u></b>	<b><u>To be spent under the direction of:</u></b>
Pierce/Sabre Fit-out	Fire Chief
Replacement of Two Front-Line Cruisers and One Mobile Data Terminal	Police Chief
Two Building and Grounds Department Trucks	School Committee
Hopkins School Ceiling Tile Replacement	School Committee
Upgrade Middle School Auditorium Stage Components	School Committee
Upgrade Fire Alarm System - Horns/Strobes	School Committee
<b><u>Purchase or Product</u></b>	<b><u>To be spent under the direction of:</u></b>
Joint IT Upgrades at the Center and Elmwood Schools	School Committee
Hayden Rowe Drainage	DPW
Keefe Regional Technical School Roof	Keefe Regional Technical School District

Pass any vote or take any act relative thereto.

### **ARTICLE 15: Library Construction**

**Sponsor: Board of Selectmen**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the purpose of obtaining schematic designs, architectural and engineering designs, cost estimates, bid documents and for the purpose of renovation, restoration, expansion, construction and reconstruction of the

Library, including the provision of temporary quarters, subject to receipt of a Massachusetts Board of Library Commissioners Construction Grant for a portion of the project costs; said sum to be spent under the direction of the Board of Selectmen.

Pass any vote or take any act relative thereto.

### **ARTICLE 16: Sidewalk Construction & Rehabilitation Program**

**Sponsor: Board of Selectmen & Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the design, repair, maintenance, renovation, improvement, rehabilitation,

construction and reconstruction of sidewalks; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

### **ARTICLE 17: Hayden Rowe Traffic Calming**

**Sponsor: Board of Selectmen & Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the design, improvement, rehabilitation, construction and reconstruction of the roadway and sidewalks on Hayden Rowe Street, including traffic signalization or public

lighting installations, fire alarm or police communication installations and for the purpose of extending and improving such installations; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.



<b>ARTICLE 18:</b>	<b>Main Fire Station Roof</b>	<b>Sponsor: Town Manager &amp; Fire Chief</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the design, reconstruction and repair of the roof at the Main Fire

Station; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

<b>ARTICLE 19:</b>	<b>International Horton Ambulance</b>	<b>Sponsor: Town Manager &amp; Fire Chief</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the replacement

of an ambulance; said sum to be spent under the direction of the Fire Chief.

Pass any vote or take any act relative thereto.

<b>ARTICLE 20:</b>	<b>Vactor Truck</b>	<b>Sponsor: Town Manager &amp; Public Works</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the replacement

of a vactor truck; said sum to be spent under the direction of the Director of Public Works.

Pass any vote or take any act relative thereto.

<b>ARTICLE 21:</b>	<b>Evaluation Studies for School Roof Repairs</b>	<b>Sponsor: School Committee</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for conducting engineering evaluation studies, for the repair of roofs at the Hopkins School and Hopkinton High School; said

sum to be spent under the direction of the School Committee.

Pass any vote or take any act relative thereto.

<b>ARTICLE 22:</b>	<b>School Safety and Security</b>	<b>Sponsor: School Committee</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide a sum or sums of money for the replacement of safety and security systems and equipment; said sum

to be spent under the direction of the School Committee.

Pass any vote or take any act relative thereto.

<b>ARTICLE 23:</b>	<b>Board of Assessors Services Contract</b>	<b>Sponsor: Board of Assessors</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of contracting services of a consultant, appraisal firm, and/or hiring additional personnel, along with related expenses, to assist the Board of Assessors with the implementation of

the state-mandated Fiscal Year 2016 assessment certification program; said sum to be spent under the direction of the Board of Assessors.

Pass any vote or take any act relative thereto.

### **COMMUNITY PRESERVATION FUNDS**

<b>ARTICLE 24:</b>	<b>Community Preservation Recommendations</b>	<b>Sponsor: Community Preservation Committee</b>
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To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2015 Community Preservation budget and to

appropriate from the Community Preservation Fund a sum of money, not to exceed 5% of the Fiscal Year 2015 estimated annual revenues, to meet the

administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2015; and, further, to reserve for future appropriation a sum of money from the Community Preservation Fund for open space, historic resources, and community housing purposes; and, further, to appropriate from the Community Preservation Fund, or borrow pursuant to Chapter 44B, Section 11, of the Massachusetts General Laws, or any other enabling authority, a sum or sums of money for the following Community Preservation projects or purposes, including the acquisition of interests in land, all as recommended by the Community Preservation Committee:

- a) A sum of money from funds reserved for Historic Preservation and from the Discretionary/Budgeted reserves to increase classroom space in the barn at the Hopkinton Center for the Arts, located at 98 Hayden Rowe Street; said sum to be spent under the direction of the Hopkinton Community Endowment and the Community Preservation Committee.
- b) A sum of money from the Discretionary/Budgeted Reserves for the preservation of Town records; said sum to be spent under the direction of the Town Clerk and the Community Preservation Committee.
- c) A sum of money from funds reserved for Historic Preservation for plumbing, electrical and aesthetic repairs to the Claflin Fountain on the Town Common; said sum to be spent under the direction of the Parks and Recreation

Department and the Community Preservation Committee.

- d) A sum of money from funds reserved for Passive Recreation to fund the placement of Conservation Restrictions on the open space properties known as Cameron Woods and Whisper Way; said sum to be spent under the direction of the Hopkinton Area Land Trust and the Community Preservation Committee.
- e) A sum of money from funds reserved for Passive Recreation to install signage to identify trailheads at the Town-owned parcels on Fruit Street, Phipps Woods, Braden Woods, Cameron Woods and Whisper Way; said sum to be spent under the direction of the Hopkinton Area Land Trust and the Community Preservation Committee.
- f) A sum of money from funds reserved for Historic Preservation to restore and reset granite curbing on Town Common memorials; said sum to be spent under the direction of the Parks and Recreation Department and the Community Preservation Committee.
- g) A sum of money from funds reserved for Historic Preservation to digitize and catalogue historic Hopkinton documents; said sum to be spent under the direction of the Hopkinton Public Library and the Community Preservation Committee.

## **GENERAL BYLAW AMENDMENTS**

### **ARTICLE 25: Farmer's Market Wine Sampling on Town Common**

**Sponsor: Town Manager &  
Parks & Recreation Commission**

To amend Chapter 58, Alcoholic Beverages, Marihuana or Tetrahydrocannabinol and Tobacco, of the General Bylaws by deleting Section 58-1 thereof in its entirety and inserting, in place thereof, the following:

#### **§ 58-1. Possession and Use of Alcoholic Beverages, Marihuana or Tetrahydrocannabinol.**

- A. Except as otherwise provided in this Section, no person shall consume an alcoholic beverage, as defined by Chapter 138, Section 1 of the General Laws; or possess an opened container of such beverage; or smoke, ingest or otherwise

use or consume marihuana or tetrahydrocannabinol, as defined by Chapter 94C, Section 1 of the General Laws, within the limits of any park, playground, public building or any public land (but not including a public way) owned or under the control of the Town of Hopkinton. Nor shall any person consume an alcoholic beverage or smoke, ingest or otherwise use or consume marihuana or tetrahydrocannabinol, as previously defined, on any public way or way to which the public has a right of access as invitees or licensees, including any person in a motor vehicle while it

is in, on or upon any public way or any way to which the public has a right of access as aforesaid within the limits of the Town of Hopkinton. Nor shall any person consume an alcoholic beverage, as previously defined, in, or upon any private land or place without the consent of the owner or person in control of such private land or place.

possession on public land of samples of wine provided, without charge, to prospective customers at an agricultural event authorized pursuant to Chapter 138, Section 15F of the General Laws; provided, however, that no such sample may exceed one ounce of wine and no more than five such samples may be served to an individual prospective customer.

- B. Subsection A of this Section shall not be construed to apply to the consumption or Pass any vote or take any act relative thereto.

## **ZONING BYLAW AMENDMENTS**

### **ARTICLE 26: Downtown Business/Residence A District Boundary Modifications Sponsor: Planning Board**

To see if the Town will vote to amend the Zoning Map by changing the boundary between the Downtown Business (BD) District and the Residence A (RA) District to run concurrently with existing property lines on the following parcels:

<i>Parcel Location</i>	<i>From</i>	<i>To</i>
Davis Road (Map U16 Block 286 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
5 Cedar St. (Map U16 Block 86 Lot A)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
1 Claflin St. (Map U16 Block 138 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
3 Claflin St. (Map U16 Block 139 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
5 Claflin St. (Map U16 Block 140 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
7 Claflin St. (Map U16 Block 141 Lot 0)	Downtown Business (BD) and Residence A (RA)	Downtown Business (BD)
13 Summer St. (Map U16 Block 61 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
20 Mayhew St. (Map U16 Block 41 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
19 Cedar St. (U16 Block 88 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
22 Walcott St. (Map U16 Block 135 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
12 Claflin St. (Map U16 Block 156 Lot A)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)

Pass any vote or take any act relative thereto.

### **ARTICLE 27: Downtown Business District Lot Area Sponsor: Planning Board**

To see if the Town will vote to amend Article VIA, Downtown Business (BD) District, of the Zoning Bylaws by deleting item A of § 210-20.1, Size and setback requirements, therefrom in its entirety and inserting in place thereof a new item A as follows:

- A. Minimum lot area: 7,000 square feet.

Pass any vote or take any act relative thereto.

**ARTICLE 28: Industrial A and Industrial B Districts - frontage****Sponsor: Planning Board**

To see if the Town will vote to amend the Zoning Bylaws as follows:

1. Amend Article VIII, Industrial A (IA) District, § 210-28(A), Size and setback requirements, by deleting the words "on a public way" from subsection (1).

2. Amend Article VIIIA, Industrial B (IB) District, § 210-37.2(A), Size and setback requirements, by deleting the words "on a public way" from subsection (1).

Pass any vote or take any act relative thereto.

**ARTICLE 29: Floodplain District****Sponsor: Planning Board**

To see if the Town will vote to amend Article X, Floodplain District, of the Zoning Bylaws by deleting §§ 210-50 through 210-53 inclusive in their entirety, and inserting, in place thereof, the following:

**§ 210-50. District delineation.**

The Floodplain District is hereby established as an overlay district to all other Zoning Districts. The Floodplain District includes all special flood hazard areas within the Town of Hopkinton designated as Zone A or AE on the Middlesex County Flood Insurance Rate Map (FIRM) issued by the Federal Emergency Management Agency (FEMA) for the administration of the National Flood Insurance Program. The map panels of the Middlesex County FIRM that are wholly or partially within the Town of Hopkinton are panel numbers 25017C0489F, 25017C0493F, 25017C0494F, 25017C0513F, 25017C0602F, 25017C0605F, 25017C0606F, 25017C0610F, 25017C0626F, 25017C0627F, and 25017C0628F dated July 7, 2014; and 25017C0620E and 25017C0629E dated June 4, 2010. The exact boundaries of the District may be defined by the 100-year base flood elevations shown on the FIRM and may be further defined by the July 2014 Middlesex County Flood Insurance Study (FIS) report. The FIRM and FIS report are incorporated herein by reference and shall be kept on file with the Town Clerk, the Planning Board, the Conservation Commission and the Director of Municipal Inspections.

**§ 210-51. Use regulations.**

Where there is a conflict between provisions of this article and other Zoning Bylaws, the more restrictive regulation shall be deemed to be applicable. All development in the Floodplain District, including structural and nonstructural activities, whether permitted by right or by Special Permit, shall be in compliance with those provisions of the Massachusetts State Building Code that address construction in floodplains and floodways; as well as regulations of the Department of

Environmental Protection codified at 310 CMR 13.00, Inland Wetlands Restrictions, 310 CMR 10.00, Wetlands Protection, and 310 CMR 15.00, Minimum Requirements for the Subsurface Disposal of Sanitary Sewage (Title 5), as such provisions and regulation may be amended from time to time.

§ 210-52. Permitted uses.

The following uses, which create a minimal risk of damage due to flooding and will not constitute obstructions to flood flow, shall be allowed by right in the Floodplain District if they are permitted in the underlying district and do not require structures, fill or storage of materials or equipment:

- A. Agricultural uses.
- B. Forestry and nursery uses.
- C. Outdoor recreational uses, including fishing, boating and play area.
- D. Conservation of water, plants and wildlife.
- E. Wildlife management areas, foot, bicycle and horse paths.
- F. Temporary nonresidential structures used in connection with fishing, growing, harvesting, storage or sale of crops raised on the premises.
- G. Buildings lawfully existing prior to the adoption of these provisions.

**§ 210-53. Special Permits.**

- A. In the Floodplain District, except as authorized by a Special Permit granted by the Board of Appeals, no building or structure shall be erected, constructed or moved; no building or structure shall be enlarged by more than 30%



of its ground floor area; and no dumping, filling or earth removal or transfer shall be permitted.

- B. Within 10 days of receipt of an application for a Special Permit pursuant to this section, the Board of Appeals shall transmit one copy of the development plan to the Conservation Commission, the Planning Board, the Board of Health and the Director of Municipal Inspections. Final action shall not be taken until reports have been received from these officials or until 35 days after transmittal of the development plan pursuant to this section, whichever occurs first.
- C. The Board of Appeals may issue a Special Permit pursuant to this section in accordance with the following provisions:
  - (1) The proposed use shall comply in all respects with all requirements applicable in the underlying Zoning District.
  - (2) All encroachments into the floodway, including fill, new construction, substantial

improvement to existing structures and other development, shall be prohibited unless the applicant provides certification by a registered professional engineer demonstrating that the encroachment will not result in any increase in flood levels during the occurrence of the 100-year flood. For watercourses that have not had a regulatory floodway designated, the Board of Appeals shall use the best available Federal, State, local or other floodway data to prohibit encroachments into floodways that would result in any increase in flood levels within the community during the occurrence of a base flood discharge.

- (3) In granting a Special Permit pursuant to this section, the Board of Appeals may specify such requirements and conditions as it deems necessary to protect the health, safety and welfare of the public.

Pass any vote or take any act relative thereto.

#### **ARTICLE 30: Repeal Subdivision Phasing Bylaw**

**Sponsor: Planning Board**

To see if the Town will vote to repeal Article XVIB, Subdivision Phasing, from the Zoning Bylaws, in its entirety, and to amend § 210-163(B) of Article XXVI, Open Space Mixed Use Development Overlay District,

by deleting item 1 therefrom and renumbering the remaining items appropriately.

Pass any vote or take any act relative thereto.

#### **ARTICLE 31: Medical Marijuana Dispensaries**

**Sponsor: Planning Board**

To see if the Town will vote to amend the Zoning Bylaws as follows:

1. Insert the following new definition into § 210-4, Definitions, in appropriate alphabetical order:

Registered Marijuana Dispensary (RMD); (also known as a Medical Marijuana Treatment Center) – A not-for-profit entity registered under 105 CMR 725.100 that acquires, cultivates, possesses, processes (including development of related products such as edible marijuana-infused products, tinctures, aerosols, oils, or ointments), transfers, transports, sells, distributes, dispenses, or

administers marijuana, products containing marijuana, related supplies, or educational materials to registered qualifying patients or their personal caregivers. Unless otherwise specified, RMD refers to the sites of dispensing, cultivation and preparation of marijuana.

2. Insert the following item as a use allowed by special permit into the sections noted below:

Registered Marijuana Dispensary (RMD). The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for any such RMD.

<b><i>Zoning District</i></b>	<b><i>Section</i></b>
Business District	§ 210-19; new item H
Rural Business District	§ 210-24; new item G
Industrial A District	§ 210-35; new item I
Industrial B District	§ 210-37.9; new item J

3. Amend Article XXVII, Signs, by inserting into § 210-181, Special Regulations, a new item D as follows:

D. Signs at a Registered Marijuana Dispensary (RMD) shall be subject to the requirements applicable in the Zoning District in which they are located, with the following additional restrictions:

(1) At a minimum, all signs at RMDs shall be in compliance with the provisions of 105 CMR 725.105 or any applicable successor regulation of the Massachusetts Department of Public Health, as such provisions may be amended from time to time;

(2) RMD window signs shall be limited to a maximum of 20% of the window area. No window sign shall be illuminated. Neon signs, including any sign that features exposed glass tubing filled with fluorescent gas, shall not be displayed in windows; nor shall such signs be visible through windows. No window signs or signs visible through windows shall flash, rotate, be animated, be motorized or move or be designed to move by any means, either in whole or in part.

4. Amend Article XXXIII, Medical Marijuana Treatment Centers, by deleting the Article in its entirety and replacing it with the following:

### ARTICLE XXXIII

#### Registered Marijuana Dispensaries

##### § 210-219. Special Permit

The Planning Board and not the Board of Appeals shall be the Special Permit Granting Authority for any Registered Marijuana Dispensary (RMD). Applications for Special Permits for RMDs must conform to the Standards and Procedures of this Article XXXIII, in addition to the generally applicable standards for the grant of a special permit set forth in MGL. c. 40A, § 9.

##### § 210-220. Buffer Zone

A. RMDs shall not be located within 500 feet of:

- (1) Any school, including a public or private elementary, vocational or secondary school or a public or private college or university;
- (2) Any child care facility, including preschools;
- (3) Any facility in which children commonly congregate, including, but not limited to, a public library, a playground, an athletic field or recreational facility, a place of worship, and a Town owned beach.

B. For the purposes of this section, the distance of an RMD from a protected use shall be measured in a straight line from the nearest point of the property line of the protected use to the nearest point of the RMD.

##### § 210-221. Requirements

- A. No smoking, burning or other consumption of marijuana or marijuana-related products shall be permitted on the premises of an RMD.
- B. No person under the age of 21 shall be permitted on the premises of an RMD unless that person is a qualified patient or accompanied by a caregiver or patient with a valid registration card.
- C. No RMD shall be located inside a building containing residential units, including transient housing.
- D. No RMD shall be located in a movable or mobile structure such as a van or truck.
- E. No RMD shall be located in a building that contains any medical doctor's offices or the offices of any other professional practitioner authorized to prescribe the use of medical marijuana.
- F. All RMDs shall be contained within buildings or structures having a gross floor area of not less than 1,000 square feet and not more than 20,000 square feet.
- G. An RMD shall be required to remove all material, plants equipment and other paraphernalia prior to surrendering its state issued licenses or permits or within six months of ceasing operations, whichever comes first.

**§ 210-222. Standards and Procedures  
Applicable to Special Permits for Registered  
Marijuana Dispensaries:**

- A. Applicants for an RMD Special Permit shall submit the following information in addition to all other required submissions:
- a. Names and address of all owners, managers, members, partners and employees;
  - b. Sources of all marijuana that will be processed, packaged, sold or distributed at the facility;
  - c. Projected quantity of marijuana that will be processed, packaged, sold or distributed at the facility;
  - d. The name and contact information for a person on staff at the RMD whose responsibilities include community relations, to whom Town staff can provide notice if there are operating problems associated with the establishment.

- B. No Special Permit may be issued unless the Planning Board finds that the RMD is designed so as to minimize any adverse visual or economic impacts on the abutters or other parties in interest, as defined in *M.G.L. c. 40A, §11*.
- C. Each RMD receiving a Special Permit shall, as a condition of the Special Permit, file with the Planning Board and the Town Clerk a copy of all reports submitted to any state agency, including the reports required by 105 CMR 725.105(Q)(4) describing the RMD's liability insurance coverage and the annual security system audits required by 105 CMR 725.110(G).
- D. Special Permits for RMDs shall have a term limited to the duration of the applicant's ownership and the use of the premises as an RMD. Transfers of the special permit may occur only with the permission of the Planning Board, and only in the form of an amendment to the Special Permit.

Pass any vote or take any act relative thereto.

**ARTICLE 32: Open Space Mixed Use Development (OSMUD) Overlay District –  
Hockey Rink**

**Sponsor: Planning Board**

To see if the Town will vote to amend Article XXVI, Open Space Mixed Use Development Overlay District, of the Zoning Bylaws as follows:

1. By inserting into § 210-166, Intensity of Use Limitations, subsection C, the following at the end of the second paragraph, immediately following "calculation of Gross Floor Space":

(v) structures or portions thereof located at 0 East Main Street, the athletic fields parcel/recreational parcel.

2. By deleting subsection A.3 of § 210-173, Site Plan Review, in its entirety and replacing it with the following:
3. The Decision Criteria in this Article shall supersede the Site Plan Standards listed in §210-136.1 and referred to in § 210-136.2.A

Pass any vote or take any act relative thereto.

**ARTICLE 33: Open Space Mixed Use Development (OSMUD) Overlay District –  
More dwelling units; senior housing development definition**

**Sponsor: Planning Board**

To see if the Town will vote to amend Article XXVI, Open Space Mixed Use Development Overlay District, of the Zoning Bylaws as follows:

1. Amend § 210-163(B) by inserting the following item 1:  
(1) Article XVIA (Senior Housing Development) and renumbering the remaining items appropriately.

2. Insert in alphabetical order into § 210-164, Definitions, the following definition:

**SENIOR HOUSING DEVELOPMENT** - A multifamily residential land use consisting of multiple dwelling units on one single contiguous parcel, operated with the intent that at least one resident of every unit be 55 years of age or older.

3. Amend the table in § 210-165, Uses, by deleting the row beginning with the term "Multifamily Dwellings" and inserting, in place thereof, a row beginning with the term "Multifamily Dwellings other than Senior Housing Developments" that has a "Y" in the columns for the Residential Subdistrict, the Commercial Subdistrict and the Village Center Subdistrict.
4. Further amend the table in § 210-165, Uses, by deleting the "SP" in the Commercial Subdistrict column for the row beginning with the term "Attached dwellings including garden apartments", and insert therefore a "Y".
5. Further amend the table in § 210-165, Uses, by deleting the row beginning with the term "Senior Housing" and inserting, in place thereof, a row beginning with the term "Senior Housing Development" that has a "Y" in the column for the Residential Subdistrict, a "Y" in the column for the Commercial Subdistrict and a "Y" in the column for the Village Center Subdistrict.
6. Amend § 210-166, Intensity of Use Limitations, by deleting the first paragraph of subsection A and inserting a new subsection A as follows:
  - A. Dwelling Uses within the OSMUD District shall be limited to 940 new Dwelling Units constructed after May 5, 2008, plus 200 Dwelling Units in Senior Housing Developments constructed after May 5, 2014, provided, however, that the owner or owners of any such additional Dwelling Unit in Senior Housing Developments shall require, through deed restrictions, condominium documents, leases, rental agreements or other appropriate instruments, the form and adequacy of which has been approved by the Planning Board, that no child under the age of 18 may be a resident in any such Dwelling Unit. No more than 50 of the 1140 new Dwelling Units so constructed may be single-family dwellings, and the remainder shall be multi-family dwellings, including attached dwellings, garden apartments, units in mixed-use buildings and Senior Housing Developments.

Neither the dwellings located at 80, 82, 83 nor 90 East Main Street or 26 Clinton Street, nor the Group Home located at 44 Wilson Street, all of which were in

existence as of the effective date of this Article, shall be deemed to be a Dwelling Unit for the purposes of this Intensity of Use limitation. However, in the event that any such dwelling is converted to or reconstructed as a multi-family dwelling use, the resulting number of Dwelling Units in excess of one (1) on any such property shall be counted towards the Intensity of Use limitation.

No Accessory Family Dwelling Unit for which the Board of Appeals grants a Special Permit pursuant to § 210-126 shall be deemed to be a separate Dwelling Unit for purposes of this Intensity of Use limitation.

7. Amend § 210-167, Affordable Housing, by deleting subsection A in its entirety and inserting a new subsection A as follows:

A. Except as otherwise provided in the following paragraph of this Section, not fewer than sixty (60) Dwelling Units within the OSMUD District shall be Affordable Housing, which shall be located within one or more Development Projects containing, in the aggregate, not fewer than two hundred forty (240) Dwelling Units eligible for inclusion in the Massachusetts Department of Housing and Community Development's Subsidized Housing Inventory. These requirements shall be in addition to the Affordable Housing requirements provided in Subsection C of this Section.

Notwithstanding the foregoing, if, prior to the issuance of a building permit for a Development Project that contains Affordable Housing, either (i) M.G.L. c. 40B, §§ 20 through 23 is no longer in effect, or (ii) the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development issued pursuant to M.G.L. c. 40B, §§ 20 through 23 no longer provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then not fewer than ninety-four (94) Dwelling Units within the OSMUD District shall be developed as Affordable Housing, in addition to the Affordable Housing requirements provided in Subsection C of this Section.

8. Add a new subsection C to § 210-167 as follows:

C. In addition to the Affordable Housing requirements provided in Subsection A of this Section, to the extent that the Senior Housing Developments create a total number of Dwelling Units within the OSMUD District in excess of 940, those Senior Housing Developments shall require the provision of, in the aggregate, one Dwelling Unit of Affordable Housing for every 10 Dwelling Units in Senior Housing Developments,



but not to exceed twenty (20) Dwelling Units of Affordable Housing in the aggregate. The additional Dwelling Units of Affordable Housing required under this section may be provided anywhere within the OSMUD District.

9. Amend § 210-168, Dimensional Requirements by changing the tables in subsections A and B by altering the column headings to read "Residential Subdistrict (R) and Commercial Subdistrict (C) [Dwelling Uses]", "Commercial Subdistrict (C) [Commercial Uses]" and "Village Center Subdistrict (VC)".

10. Further amend § 210-168, subsection A by deleting the second sentence following the table and beginning with the words "When a Commercial Subdistrict..." in its entirety and replacing it with the following:

When a Commercial Subdistrict abuts a Residential Subdistrict within the OSMUD District, a setback of at least 50 feet between buildings in the Commercial

Subdistrict used for commercial purposes and the boundary of the Residential Subdistrict shall be provided.

11. Amend § 210-168, subsection C by deleting the first sentence in its entirety and replacing it with the following:

All buildings in the Commercial Subdistrict used for commercial purposes shall be located a minimum of 100 feet from any lot outside the OSMUD District used for residential purposes at the time of the Site Plan Review application.

12. Delete subsection C of § 210-175 in its entirety and inserting, in place thereof, a new item subsection C as follows:

C. All land within the OSMUD District shall be subject to the provisions of this Chapter as in effect on the effective date of the amendments added to this Chapter by the 2014 Annual Town Meeting.

Pass any vote or take any act relative thereto.

## **ARTICLE 34: Neighborhood Mixed Use District**

**Sponsor: Planning Board**

To see if the Town will vote to amend the Zoning Bylaws and the Zoning Map as follows:

A. By inserting a new Article XXXV, Neighborhood Mixed Use District, as follows:

### **ARTICLE XXXV**

#### **Neighborhood Mixed Use District**

##### **§210-237. Development and Design Objectives.**

The Neighborhood Mixed Use District (NMU District) is designed to accommodate the integration of multi-family residential uses with commercial development in areas suitably located with convenient highway access, to increase the inventory of affordable housing in Hopkinton that are Local Initiative Program (LIP) units in compliance with the requirements specified by the Department of Housing and Community Development (DHCD) so that said units will count toward the Town's requirements under M.G.L. c. 40B, §§ 20-23, and to provide specialized services to the community and the region. It is the intent that, within the NMU District, there shall be an overall unity of design of the uses consistent with designs that are traditional to New England and Hopkinton. The location and design of such uses should be such that they will not disturb residential neighborhoods or detract from the appearance of the Town and will result in the maintenance of a balance

and workable relationship between undeveloped natural resources, residential neighborhoods and commercial development.

##### **§210-238. Applicability.**

1. Notwithstanding any provision of this Chapter to the contrary, development undertaken under a Master Plan Special Permit issued pursuant to § 210-247 shall not be subject to § 210-126.1 Residential Subdivisions of 10 acres or more.

A. Development undertaken pursuant to a Master Plan Special Permit issued pursuant to § 210-247 shall be subject to the following provisions of this Chapter only to the extent provided for in, and as modified by, the provisions of this Article:

1. Article XI, Flexible Community Development Bylaw;

2. Article XII, Water Resources Protection Overlay District;
3. Article XVIII, Supplementary Regulations;
4. Article XX, Site Plan Review.

## **§210-239. Definitions.**

Except as otherwise provided in this section, the definitions set forth in §210-4 shall be applicable to all terms used in this Article. Notwithstanding the forgoing, the following terms, as used in this Article, shall have the meanings indicated:

**AFFORDABLE HOUSING** – Any Dwelling Units qualifying as low or moderate income housing as defined by regulations of the Department of Housing and Community Development.

**AIR-SUPPORTED STRUCTURE** – A structure used in conjunction with an athletic club/health and fitness club wherein the shape of the structure is attained by air pressure, and occupants of the structure are within the elevated pressure area.

**BUILDABLE AREA** – The portion of a Development Project area that is not Open Conserved Land.

**CONSTRUCTION ACTIVITY** – The construction of new structures or site work associated with the construction of new structures. The term includes the construction of roadways, installation of utilities, and restoration and improvement of Open Conserved Land.

**DEVELOPMENT PROJECT** - A development undertaken pursuant to this Article, as shown on a site plan submitted to the Planning Board for Site Plan Review. A Development Project may occupy one or more lots.

**DEVELOPMENT SITE** — All land area located within the NMU District.

**DWELLING UNIT** - Use as Dwelling Units as defined in §210-4, but specifically not including residential units that may be part of a Continuing Care Retirement Community, Assisted Living Facility or similar institution.

**HEIGHT** – The vertical distance from the mean finished grade of all sides of building or structure to the highest point of the roof for flat roofs, to the deck line for mansard roofs and to the mean height between eaves and ridge for gable, hip and gambrel roofs, excluding chimneys, spikes, towers, wireless communication

facilities, screens, parapet walls, and other structures, equipment, or projections not used for human occupancy. For residences, the area above the mean finished grade and below the floor of the first occupiable story, not to exceed 10 feet, shall be excluded from measurement of height and stories.

**MULTIFAMILY DWELLINGS** – Any dwelling units other than Single-Family Dwellings.

**OPEN CONSERVED LAND** – Land that is available for public use, reserved for outdoor passive or active recreation, and protected in perpetuity by an Open Conserved Land Covenant prohibiting further development or activities within such land that are inconsistent with the Open Conserved Land Covenant's purpose.

**OPEN CONSERVED LAND COVENANT** – A legally enforceable restriction or covenant, recorded in the Registry of Deeds and enforceable by the Town, providing that the land subject thereto shall remain as Open Conserved Land in perpetuity.

**STORY** – That portion of a building included between the upper surface of a floor and the upper surface of the floor above, except that attic or loft space between the upper surface of a floor and the upper surface of a slanted or partially slanted roof shall not be considered a story, whether or not used for human occupancy.

## **§210-240. Permitted Uses.**

No new building or structure shall be constructed or used, in whole or in part, and no building or structure, or part thereof, shall be altered, enlarged, reconstructed or used, and no land shall be used in the NMU District for any purpose except one or more of the following, provided that no use shall involve noxious odors or excessive noise.

A use that is permitted by right is denoted by the letter "Y".

A use denoted by the letters "SP" may be permitted by Special Permit from the Planning Board.

- A. The following uses shall be permitted by right or allowed by Special Permit in the NMU District without the issuance of a Master Plan Special Permit. Upon the issuance of a Master Plan Special Permit pursuant to § 210-247 and the filing of the Notice pursuant to § 210-247.D, the uses permitted in § 210-240.B and not those specified in § 210-240.A

shall be permitted within the area subject to the Master Plan Special Permit.

Table of Uses –Land not subject to a Master Plan Special Permit

Professional offices, medical offices, administrative offices, clerical offices, establishments for research and development or laboratories with a biosafety level of Level 1 or Level 2.	Y
Light manufacturing and/or assembly with associated professional, administrative and/or clerical offices.	Y
Conference centers	Y
Banks	Y
Restaurants	Y
Drive-in, drive-through, or drive-up uses, but excluding the dispensing of food or drink.	Y
Public and private educational uses	Y
Agricultural and horticultural uses	Y
Child-care centers	Y
Places of worship and other religious uses	Y
Continuing care retirement communities, assisted living facilities or similar institutions, with a maximum aggregate number of beds and/or units within the NMU District not to exceed 300. For definition of use, see § 210-164 and for parking requirements see § 210-169A.	Y
Continuing care retirement communities, assisted living facilities or similar institutions, if the maximum aggregate number of beds and/or units within the NMU District will be greater than 300. For definition of use, see § 210-164 and for parking requirements see § 210-169A.	SP
Health services facilities	Y
Retail stores not to exceed 2,000 square feet, located so as to provide for the convenience of the occupants of the immediate neighborhood, selling items such as groceries, prepared take-out food, toilet articles, cosmetics, candy, sundries, medications, newspapers, magazines and ice cream; provided, however, that any such retail store may operate only between the hours of 6:00 a.m. and 10:00 p.m.	Y
Residential dormitory components of a conference center	SP
Public transportation facilities, limited to 1) shuttle bus stop facilities, 2) park and ride parking facilities, and 3) parking facilities for public school buses serving Hopkinton residents.	SP
Facilities used for water supply or sewage treatment, or associated with the provision of electrical, telephone, gas or cable services within the NMU District.	Y
Accessory uses to any use allowed by right or by Special Permit herein.	Y

- B. The following uses shall be permitted in the NMU District for a Development Project under a Master Plan Special Permit issued pursuant to § 210-247:

Table of Uses –Land subject to a Master Plan Special Permit

Multi-family dwellings	Y
Retail stores, not to exceed 15,000 square feet per single tenant or operator	Y
Retail stores exceeding 15,000 square feet per single tenant or operator, but not to exceed 38,000 square feet per single tenant or operator	SP
Athletic clubs/Health and Fitness clubs	Y
Health services facilities	Y
Professional offices, medical offices, administrative offices, clerical offices, establishments for research and development or laboratories with a biosafety level of Level 1 or Level 2	Y
Light manufacturing and/or assembly with associated professional, administrative and/or clerical offices	Y
Conference centers	Y
Banks	Y
Restaurants	Y
Drive-in, drive-through, or drive-up uses, excluding the dispensing of food or drink	Y
Public and private educational uses	Y
Child care centers	Y

Places of worship and other religious uses	Y
Municipal uses	Y
Residential dormitory components of a conference center	SP
Public transportation facilities, limited to 1) shuttle bus stop facilities, 2) park and ride parking facilities, and 3) parking facilities for public school buses serving Hopkinton residents.	SP
Facilities used for water supply or sewage treatment, or associated with the provision of electrical, telephone, gas or cable services within the NMU District.	Y
Accessory uses to any use allowed by right or by Special Permit herein.	Y

**§210-241. Intensity of Use Limitations.**

- A. Commercial Uses within the NMU District shall be limited to 250,000 square feet of Gross Floor Space in the aggregate, as authorized by a Master Plan Special Permit issued pursuant to §210-247. No single building shall have a footprint exceeding 19,000 square feet of Gross Floor Space or exceed 38,000 square feet of Gross Floor Space in total, with the exception of buildings used for an Athletic Club/Health and Fitness Club. An Athletic Club/Health and Fitness Club may have a footprint of up to 80,000 square feet of Gross Floor Space exclusive of Air Supported Structures or a footprint of up to 110,000 square feet of Gross Floor Space inclusive of Air Supported Structures, but shall not exceed 150,000 square feet of Gross Floor Space inclusive of Air Supported Structures; provided, however, that the Planning Board may, by Special Permit, approve an Athletic Club/Health and Fitness Club with a greater area of Gross Floor Space.

The Planning Board may, by Special Permit, approve the re-use of a building or combination of buildings formerly containing an Athletic Club/Health and Fitness Club for non-residential uses permitted under §210-240.B where such re-use would exceed the maximum footprint or Gross Floor Space otherwise permitted for such uses by this section; provided, however, that no Special Permit may authorize an Air Supported Structure to be used for purposes that are not a component of an Athletic Club/Health and Fitness Club. Under no circumstances shall a Special Permit be issued that results in more than 250,000 square feet of Gross Floor Space of commercial uses within the NMU District.

- B. For the purposes of this section, the area of buildings used for water supply or sewage treatment facilities shall be excluded from the calculation of Gross Floor Space.

- B. Residential Uses within the NMU District shall be limited to 280 Dwelling Units, which shall be multi-family dwellings with a maximum of 472 bedrooms in total and which shall not include more than 20 three-bedroom units, as authorized by a Master Plan Special Permit issued pursuant to §210-247.

**§210-242. Affordable Housing.**

Affordable Housing shall be provided in accordance with the following requirements:

- A. One (1) Dwelling Unit shall be established as an Affordable Housing Unit for every four (4) Dwelling Units within the NMU District. As long as the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development issued pursuant to M.G.L. c. 40B, §§ 20-23 provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then all Dwelling Units within the NMU District shall be operated as a rental development. However, if either (i) M.G.L. c. 40B, §§ 20-23 is no longer in effect, or (ii) the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development, issued pursuant to M.G.L. c. 40B §§ 20-23, no longer provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then the Dwelling Units may be operated either as a rental development or as a for-sale condominium development. In such case, the number of affordable Dwelling Units shall be no less than one (1) for every four (4) Dwelling Units within the NMU District.

- B. All Affordable Housing Units shall be integrated with the rest of the residential development in which it is located, and shall be comparable in design, exterior appearance, construction, and



quality of exterior materials with other units in such residential development. The mean number of bedrooms in Affordable Housing Units shall be equal to the mean number of bedrooms in the market-rate Dwelling Units in the residential development in which they are located.

#### **§210-243. Dimensional Requirements.**

- A. Where a Master Plan Special Permit has not been issued, the dimensional requirements set forth in § 210-186 shall be applicable.
- B. The following dimensional requirements shall apply to any uses for which a Master Plan Special Permit has been issued:
  - 1. Development Site:
    - a. Minimum lot frontage for the Development Site on a public way: 50 feet.
    - b. Minimum setback of buildings and parking areas:
      - i. For buildings: Forty (40) feet from the boundary line of a Business, Downtown Business, Industrial A, Industrial B or Agricultural District for all buildings; forty (40) feet from the boundary line of a Rural Business District for residential buildings; zero (0) feet from the boundary line of a Rural Business District for commercial buildings; one hundred (100) feet from the boundary of all other zoning districts.
      - ii. For parking: Forty (40) feet from the boundary line of a Business, Downtown Business, Industrial A, or Agricultural District; forty (40) feet from the boundary line of an Industrial B District for parking accessory to residential buildings and thirty (30) feet from the boundary line of an Industrial B District for parking accessory to commercial buildings; zero (0) feet from the boundary line of a Rural Business district for at-grade parking accessory to commercial buildings; one hundred (100) feet from the boundary of all other zoning districts.
      - iii. Thirty (30) feet from the street line for residential buildings; forty (40) feet from

the street line for all other buildings; five (5) feet from the street line for at-grade parking areas; provided, however, that such setbacks shall not be applicable to private roadways located entirely within the NMU District.

- c. The minimum setback of buildings and parking areas from property lines shall be landscaped and/or wooded so as to provide adequate year-round screening of the use from abutting property and streets. Such minimum setback areas shall remain undisturbed or, if previously disturbed, shall be planted and/or landscaped.

The Planning Board may authorize by special permit a lesser setback or lesser screening than set forth herein, upon a finding that such lesser setback or screening is appropriate for the Development Site and the surrounding neighborhood and uses.

- 2. Individual lots within the Development Site:
  - a. Minimum lot area for individual lots within Development Site: None.
  - b. Minimum lot frontage within the Development Site: None; provided, however, that roadways located entirely within the Development Site shall provide adequate access for all buildings on the development site, but shall not become public ways. Fifty feet of frontage shall be required for each lot in the Development Site if the roads are intended to be eligible for acceptance as public ways.
  - c. Minimum setback of buildings from interior property lines within the Development Site and from private roadways: None.
- 3. Maximum building height:  
Buildings and structures shall not exceed 50 feet in height or have more than four stories.
- 4. A minimum of 40% of the total area of the Development Site shall be Open Conserved Land.
- 5. Multiple buildings and uses may be permitted on a single lot.

#### **§210-244. Parking.**

The requirements of §210-124(B) (1) relating to the minimum number of parking spaces shall apply in the NMU District, with the following addition:

<b>Use</b>	<b>Requirement Multi-family dwelling units1 space for one bedroom unit; 2 spaces for every unit with 2 or more bedrooms.</b>
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**§210-245. Open Conserved Land.**

- A. Adequate pedestrian access, as determined by the Planning Board, shall be provided to the Open Conserved Land. The Open Conserved Land may remain as part of the overall Development Site and need not be a separate parcel, but there shall be Open Conserved Land Covenants stating that there shall be no further development and no activities within the Open Conserved Land that are not consistent with the Open Conserved Land Covenant's purpose. The Open Conserved Land may consist of a separate parcel and may be conveyed to the Town or a nonprofit organization, the purpose of which is the preservation of open space, or may be retained by an owner of land within the Development Site. Regardless of any such conveyance, the Open Conserved Land shall continue to be considered part of the Development Site for the purpose of calculating dimensional requirements.
- B. The Open Conserved Land shall consist of land that may be used for outdoor active or passive recreational purposes and shall be planned as large, contiguous units wherever possible. If privately owned, the Open Conserved Land shall be available for use by the general public, subject to such reasonable rules and regulations to govern the use of the Open Conserved Land as may be adopted by the owner thereof. The Open Conserved Land may be comprised of more than one parcel, provided that the size, shape and location of such parcels are suitable for outdoor active or passive recreational purposes.
- C. Setback areas from zoning district boundaries, if more than 100 feet in depth, may be considered to be part of the Open Conserved Land.
- D. Areas set aside for planned or reserved parking spaces or fire lanes shall not qualify to be part of the Open Conserved Land.
- E. Open Conserved Land may be used for the provision of subsurface utilities for the NMU District such as sewer lines, water lines, wastewater disposal beds and related underground equipment.
- F. Open Conserved Land Covenants shall specify the permitted uses of specific parcels of Open

Conserved Land; the responsible party to be charged with maintenance and stewardship of the Open Conserved Land in perpetuity; and a required program for such maintenance and stewardship.

- G. Nothing in this section shall be interpreted to preclude the owner of Open Conserved Land from imposing additional restrictions on the Open Conserved Land or a conservation restriction which are not inconsistent with the applicable Open Conserved Land Covenant.

**§ 210-246. Design Principles.**

- A. Curb cuts on public ways abutting the Development Site shall be minimized. Whenever feasible, Development Projects shall include interior vehicular connections to adjacent Development Projects and to adjacent non-residential development outside the NMU District for the purpose of reducing curb cuts and traffic flow on adjacent public ways. The location of curb cuts shall be determined by the Planning Board during the Site Plan Review process.
- B. Buildings, roadways and parking lots shall be designed to accommodate the landscape, natural site features and natural resources. Disturbance to the site shall be minimized so that as many trees and natural features are retained as possible. Natural features shall be incorporated within the Open Conserved Land where possible.
- C. Outdoor lighting fixtures shall be shielded and directed to prevent illumination from falling outside of the intended areas.
- D. The design of any interior roadway that connects two or more Development Projects shall conform to the Rules and Regulations Relating to the Subdivision of Land, whether or not such interior roadway is laid out in accordance with the Subdivision Control Law. The Planning Board may waive specific provisions of the Rules and Regulations Relating to the Subdivision of Land if such waiver would be not be inconsistent with the design principles set forth in this section and otherwise in the

public interest. All utilities within the Development Site shall be underground.

- E. The design of buildings shall be consistent with styles that are traditional to New England and Hopkinton. Buildings shall utilize energy efficient design and low impact development techniques and principles, to the extent feasible.
- F. If stormwater management facilities are necessary for the construction of the buildings on the Development Site, such facilities shall not be located within the required setback areas, unless specifically permitted by the Planning Board. Such stormwater management facilities shall be designed to appear as natural landforms, to the extent feasible.

#### **§210-247. Master Plan Special Permit.**

- A. The Planning Board shall be the Special Permit Granting Authority for any Special Permit issued pursuant to the provisions of this Article. The Planning Board may adopt and file with the Town Clerk regulations governing Submission Requirements and Procedures for any such Special Permit.
- B. In all matters in which it has jurisdiction to issue use Special Permits pursuant to the provisions of this Article, the Planning Board may issue such Special Permits only upon a finding that the proposed use is in harmony with the general purpose and intent of this chapter. Any such Special Permit shall be subject to such conditions and safeguards as the Planning Board may prescribe and shall include design guidelines applicable to development of the site. In reviewing any application for such a Special Permit, the Planning Board shall give due consideration to promoting the public health, safety, convenience and welfare, shall encourage the most appropriate use of land, shall require that development be consistent with the Design Principles set forth in §210-246 and shall permit no building or use that is injurious, noxious, offensive or detrimental to its neighborhood.
- C. Except as otherwise authorized in this Section, no Construction Activity for a use that is subject to a Master Plan Special Permit pursuant to the provisions of this Article shall commence unless authorized by said Master Plan Special Permit.

- D. If the applicant elects to exercise the rights granted in a Master Plan Special Permit issued pursuant to the provisions of this Article, a Notice to such effect shall be filed with the Town Clerk, Planning Board and Department of Municipal Inspections, and recorded in the Registry of Deeds, prior to the commencement of Construction Activity. From and after the filing of such Notice, all Construction Activity within the NMU District shall be in accordance with the approved Master Plan Special Permit.
- E. The entirety of the NMU District shall be subject to one Master Plan Special Permit, for uses allowed pursuant to § 210-240.B.
- F. Application for a Master Plan Special Permit.
  - 1. A record owner desiring a Master Plan Special Permit pursuant to the provisions of this Article shall file with the Planning Board an application therefor in accordance with any applicable regulations and submission requirements adopted pursuant to this Article. At a minimum, the application shall be accompanied by a Master Plan that depicts the planned use of the entire NMU District, as well as the following information relating to development of the NMU District:
    - a. Identification of the entire area of land to be developed;
    - b. The existing topography of the land, vegetative cover, soil types, wetlands and water bodies, roads and ways;
    - c. The general proposed location within which structures will be constructed, together with a schedule of proposed land use types including Multifamily Dwellings, commercial uses, Air-Supported Structures, mixed use buildings, and/or buildings accessory to Open Conserved Land uses;
    - d. The general proposed location, size and intended use of all Open Conserved Land, including pedestrian, bicycle and equestrian trails, and the entity intended to own, operate and/or maintain such Open Conserved Land;
    - e. The general proposed location of all existing and proposed roads, water supply systems,

- wastewater systems, storm water drainage, utilities, and connections to existing infrastructure;
- f. An analysis of the impact of implementing the Master Plan on surface and ground water quality, groundwater recharge, wildlife habitat and corridors, wetlands and bodies of water, including streams and rivers, both localized and general, and an evaluation of pre-development conditions and post-development conditions;
  - g. A traffic impact and access study on the impact of implementing the Master Plan;
  - h. An analysis of the projected economic impact of implementing the Master Plan on the Town, prepared by a qualified independent economic research consultant;
  - i. A phasing projection indicating the general anticipated schedule of construction of improvements within the NMU District in accordance with the Master Plan Special Permit; provided, however, that such schedule may be subject to variation depending on market forces;
  - j. Proposed Design Guidelines for the NMU District;
  - k. Proposed forms of the Open Conserved Land Covenant necessary for the Open Conserved Land.
2. Approval criteria. No Master Plan Special Permit shall be granted unless the Planning Board finds that:
    - a. The Master Plan complies with the provisions of this Article.
    - b. The impact of the development activities shown on the Master Plan is anticipated to be of benefit to the Town.
    - c. The intersections and roadways providing access to the NMU District will operate at an acceptable level of service based on the anticipated impact of vehicular traffic from all proposed development within the NMU District.
    - d. The Master Plan provides adequately for the convenience and safety of vehicular and pedestrian movement within the NMU District and in relation to streets, property or improvements outside the NMU District.
    - e. The Master Plan provides for the adequacy of the methods of disposal of sewage, refuse and other wastes, provision of utilities, and the methods of drainage for surface water and seasonal flooding, if any, and adequate provision of water for domestic purposes.
  3. An NMU special permit may be combined with a special permit regarding parking pursuant to Section 210-124(C) and (D).
  4. Approval of an NMU Master Plan Special Permit application shall not be considered to constitute approval of any construction.
  5. Master Plan Special Permit Amendment.
    - a. Amendment of a Master Plan Special Permit issued pursuant to the provisions of this Article shall require the approval of the Planning Board. An application to amend the Master Plan Special Permit may be submitted separately or together with an application to the Planning Board for Site Plan Review. If the Board determines that a proposed amendment is significant, it shall hold a public hearing in conformance with M.G.L. c. 40A §9. If the Board determines, at a noticed public meeting of the Board but without a public hearing in conformance with M.G.L. c. 40A §9, that a proposed amendment is minor, it may amend the Master Plan Special Permit without a public hearing; provided, however, that a copy of such amendment shall be filed with the Town Clerk.
    - b. Applications for an amendment to a Master Plan Special Permit issued pursuant to the provisions of this Article may be filed by the owners of the affected land, and shall not be required to be filed by the owners of all land within the NMU District.
    - c. Duration of Approval. The commencement of Construction Activity within two (2) years of the date of the filing of the decision with the Town Clerk (or the date of the final resolution of any appeal of such decision) shall be



deemed to constitute substantial use of rights under the Master Plan Special Permit.

#### **§210-248. NMU Site Plan Review.**

- A. Construction of all Development Projects within the NMU District shall be subject to Site Plan Review by the Planning Board in accordance with the provisions of Article XX, with the following additions and exceptions:
1. Submitted Site Plans shall show the planned design, use and lighting of the entire Development Site; provided, however, that, if development will be phased over time, separate site plan submissions may be made for separate portions of the Development Site.
  2. Construction of residential Development Projects shall be subject to Site Plan Review, notwithstanding any provision of §210-133 to the contrary. However, Site Plan Review shall not apply to the alteration, reconstruction or enlargement of residential buildings.
  3. In addition to the Site Plan Standards set forth in §210-136.1, the Site Plan shall conform to the Master Plan Special Permit.
- B. Permissible Building Areas: A Site Plan may show proposed construction within a Permissible Building Area, where the mix of uses and related construction details are subject to change, and shall specify the maximum square feet of Gross Floor Space to be constructed within such Permissible Building Area. Although the Site Plan may show a proposed building in a specific location, the Site Plan approval shall authorize the construction of the Development Project if the structures therein and other site features thereof are located within the Permissible Building Area indicated. After the issuance of a Certificate of Occupancy for a building, (i) for commercial buildings: the amount by which such building is less than the maximum square footage of Gross Floor Space allocated thereto shall be available for reallocation to other proposed commercial buildings in computing the total Gross Floor Space for commercial uses in the NMU District for purposes of the Intensity of Use Limitations set forth in §210-241.A, and (ii) for residential buildings: the amount by which the number of Dwelling Units constructed is less than the number of Dwelling Units proposed shall be available for reallocation to other proposed Dwelling Units in computing the total number of

Dwelling Units for purposes of the Intensity of Use Limitations set forth in §210-241.B, subject to further site plan review of the buildings to which such intensity of uses is reallocated, if required.

- C. Minor Modifications: After the filing of a Decision of Site Plan Review, the Planning Board shall have the authority to approve minor modifications to the Site Plan. Minor modifications shall include changes that involve minor utility or building orientation adjustments; minor adjustments to parking, landscaping, Open Conserved Land or other building or site details; or other changes that do not significantly increase the square footage of Gross Floor Space of Commercial Uses within a Development Project or the number of Dwelling Units in a Development Project. Minor modifications may be approved by the Planning Board at any regularly scheduled public meetings, without the need to hold a public hearing.
- D. Duration of Approval: If the development is to be phased over time, Site Plan approvals under this Article shall remain in effect as long as a building permit for not less than one (1) building in a Development Project on the Development Site is issued within two (2) years of issuance of the Site Plan approval (or the date of final resolution of any appeal of such issuance).

#### **§ 210-249. Signs**

All signs in the NMU District are solely subject to such limitations of size and usage as may be imposed by the Planning Board.

#### **§210-250. Miscellaneous.**

- A. Modifications to Article XII, Water Resources Protection Overlay District. In the NMU District, the following modifications to the provisions generally applicable to the Water Resources Protection Overlay District shall apply:

For purposes of §210-70(C) (2), the term "Development Project" shall be substituted for the term "lot."

- B. Modification to Article XVIII, Supplementary Provisions. The Planning Board may, at its discretion, waive provisions of §210-124, Off-Street Parking which pertain to the design of parking facilities, as part of the Site Plan Review process if such waiver would assist with achieving the purposes of this Article.

B. By inserting in § 210-4, Definitions, in alphabetical order, a new definition of Athletic Club/Health and Fitness Club, as follows:

ATHLETIC CLUB/HEALTH AND FITNESS CLUB -- A facility, whether or not operated for profit, that offers athletic and physical fitness activities such as tennis, swimming, and exercise and weight rooms, and which may include exercise therapy, rehabilitation and health-related services, and which may charge a fee for use of such facility and its services. Such club may include accessory restaurant or retail uses.

C. By inserting in § 210-1, Zoning districts, the following at the end of section A: NMU Neighborhood Mixed Use District

D. By amending the Zoning Map by changing the zoning district of the following parcels of land, consisting of approximately 96 acres as shown on a plan entitled "Proposed Zoning Map Amendment" prepared by Allen Engineering, LLC, dated March 1, 2013 from the Office Park District to the Neighborhood Mixed Use District:

Assessors Map R23 Block 73 Lot 0

Assessors Map R23 Block 87 Lot 0

Pass any vote or take any act relative thereto.

## **LAND ACQUISITIONS AND DISPOSITIONS**

### **ARTICLE 35: Sidewalk Easement – East Main Street**

**Sponsor: Planning Board**

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following interest in property:

The perpetual right and easement to locate, construct, lay, excavate, install, operate, use, inspect, maintain, repair, remove, replace and reconstruct a sidewalk and to do all other acts incidental to said purpose, including the right to pass and repass along and over the land for

the aforementioned purposes, in, through and under the land marked "Proposed Sidewalk Easement A" and "Proposed Sidewalk Easement B" on a plan of land entitled "Subdivision Plan of Land in Hopkinton Massachusetts" dated February 4, 2014, a copy of which is on file at the Office of the Town Clerk.

Pass any vote or take any act relative thereto.

### **ARTICLE 36: Gift of Land – Hunters Ridge Open Space**

**Sponsor: Planning Board**

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following parcels of land:

The land in Hopkinton, Middlesex County, Massachusetts, shown as Parcels "Open Space A" and "Open Space B" on a Plan entitled "Hunters Ridge", dated March 13, 2013 revised through May 9, 2013, Guerriere & Halnon, Inc., 333 West Street, Milford, MA, which Plan is recorded with the Middlesex South District Registry of Deeds as Plan Number 625 of 2013. Said

Parcel "Open Space A" is designated on said plan as containing a total of 800,908 square feet of land. Said Parcel "Open Space B" is designated on said plan as containing a total of 173,960 square feet of land.

Said land to be under the care, custody, management and control of the Conservation Commission and used for open space purposes.

Pass any vote or take any act relative thereto.

### **ARTICLE 37: Gift of Land – 294 Hayden Rowe Street**

**Sponsor: Upper Charles Trail Committee**

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following parcel of land:

The land in Hopkinton, Middlesex County, Massachusetts, shown as "Owners Unknown" on a plan of land entitled "Plan of Land 294 Hayden Rowe Street in Hopkinton, Mass." dated September 13, 2013, which

Plan is recorded with the Middlesex South District Registry of Deeds as Plan number 764 of 2013.

Said land to be under the care, custody, management and control of the Board of Selectmen and used for a non-motorized, multi-use trail purposes.

Pass any vote or take any act relative thereto.

**ARTICLE 38: Acceptance of Easement – Upper Charles Trail Sponsor: Upper Charles Trail Committee**

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, the following interest in property:

The perpetual right and easement to locate, construct, lay, excavate, install, operate, use, inspect, maintain, repair, remove, replace and reconstruct a non-motorized, multi-use trail and other associated uses, including stormwater management, deemed necessary for the aforementioned purpose and to do all other acts incidental to said purpose, including the

right to pass and repass along and over the land for the aforementioned purposes, in, through and under the land marked "Proposed 15' Wide Access and Egress Easement" on a plan of land entitled "Easement Plan of Land 294 Hayden Rowe Street in Hopkinton, Mass." and "Proposed 5' Wide Landscape Easement" dated October 23, 2013, a copy of which is on file at the Office of the Town Clerk.

Pass any vote or take any act relative thereto.

**ARTICLE 39: Acquisition of Property at 25 Ash Street Sponsor: Board of Selectmen & Town Manager**

To see if the Town will authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, a fee interest or right of way in a parcel of

land along a portion of the property at 25 Ash Street, shown on the Assessors Map as U17-36-0.

Pass any vote or take any act relative thereto.

**ARTICLE 40: Street Acceptances Sponsor: Board of Selectmen & Planning Board**

To hear the report of the Board of Selectmen relative to the laying out and the widening and relocation of the following named streets under the provisions of Chapter 82 of the *Massachusetts General Laws*, and to see if the Town will vote to accept such streets as and for public ways and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain any land or interest in land necessary for such laying out, and act on all manners relating thereto:

Falcon Ridge Drive	from Snowy Owl Road to Snowy Owl Road
Appaloosa Circle	from the existing end of public way to dead end
Equestrian Drive	from Saddle Hill Road to Appaloosa Circle
Hazel Road	from Eastview Road to Susan Drive
Susan Drive	from Hazel Road to dead end

Pass any vote or take any act relative thereto.

Snowy Owl Road from Spring Street to Falcon Ridge Drive

**ADMINISTRATIVE**

**ARTICLE 41: Scenic Road Designation – Chamberlain Street Sponsor: Planning Board**

To see if the Town will vote to designate Chamberlain Street, from Angelo Drive westerly to the dead end, as a scenic road pursuant to Chapter 40, Section 15C of the

*Massachusetts General Laws* and Town Bylaw Chapter 160, Scenic Roads, of the General Bylaws.

Pass any vote or take any act relative thereto.

**ARTICLE 42: Trustees of the School Trust Fund in the Town of Hopkinton Sponsor: Trustees of the School Fund**

To see if the Town will choose members to fill the vacancies now existing in the Board of Trustees of the School Fund in the Town of Hopkinton.

Pass any vote or take any action thereto.

HEREOF FAIL NOT, and make the due return of this warrant, with your doings thereon to the Clerk of said Town of Hopkinton, at the time and place aforesaid.

Given under our hands this \_\_\_\_ day of April, 2014.

BOARD OF SELECTMEN  
TOWN OF HOPKINTON

\_\_\_\_\_  
John M. Mosher, Chairman

\_\_\_\_\_  
Benjamin L. Palleiko, Vice-Chairman

\_\_\_\_\_  
Michelle Gates

\_\_\_\_\_  
Todd Cestari

\_\_\_\_\_  
Brian J. Herr

A TRUE COPY  
ATTEST:

\_\_\_\_\_  
Geri Holland, Town Clerk

DATE: \_\_\_\_\_

I HEREBY CERTIFY THAT I HAVE SERVED THE FOREGOING WARRANT BY POSTING A TRUE AND ATTESTED COPY THEREOF IN THE TOWN HOUSE, IN EACH OF THE CHURCHES IN THE TOWN, IN EACH OF THE POST OFFICES AND IN EACH OF THE ENGINE HOUSES OF THE TOWN AT LEAST EIGHT (8) DAYS PRIOR TO THE TIME OF HOLDING SAID MEETING.

\_\_\_\_\_  
Constable of Hopkinton



COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH  
SPECIAL STATE ELECTION WARRANT  
SEPTEMBER 9, 2014

MIDDLESEX SS.

To the Constables of the Town of Hopkinton:

GREETINGS:

In the name of the Commonwealth, you are hereby required to notify and warn the inhabitants of said city or town who are qualified to vote in Primaries to vote at: Precincts 1,2,3,4 at the Middle School Gymnasium

on **TUESDAY, THE NINTH DAY OF SEPTEMBER, 2014**,  
from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Primaries for the candidates of political parties for the following offices:

SENATOR IN CONGRESS..... FOR THIS COMMONWEALTH  
GOVERNOR..... FOR THIS COMMONWEALTH  
LIEUTENANT GOVERNOR..... FOR THIS COMMONWEALTH  
ATTORNEY GENERAL..... FOR THIS COMMONWEALTH  
SECRETARY OF STATE ..... FOR THIS COMMONWEALTH  
TREASURER AND RECEIVER GENERAL..... FOR THIS COMMONWEALTH  
AUDITOR ..... FOR THIS COMMONWEALTH  
REPRESENTATIVE IN CONGRESS ..... FOURTH DISTRICT  
COUNCILLOR .....SECOND DISTRICT  
SENATOR IN GENERAL COURT .....SECOND MIDDLESEX & NORFOLK DISTRICT  
REPRESENTATIVE IN GENERAL COURT..... EIGHTH MIDDLESEX DISTRICT  
DISTRICT ATTORNEY .....NORTHERN DISTRICT  
REGISTER OF PROBATE ..... MIDDLESEX COUNTY

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this \_\_\_\_ day of \_\_\_\_\_, 2014.

Selectmen of Hopkinton

\_\_\_\_\_  
Todd A. Cestari, Chairman

\_\_\_\_\_  
John M. Mosher, Vice-Chairman

\_\_\_\_\_  
Benjamin L. Palleiko

\_\_\_\_\_  
Michelle A. Gates

\_\_\_\_\_  
John M. Coutinho

Pursuant to the within Warrant, I have notified the Inhabitants of the Town of Hopkinton to meet at the time and place and for the purpose within mentioned by posting up a certified copy of this Warrant in the town House, in each of the churches, in each of the Post Offices and in each of the Engine Houses of the town, seven (7) days at least before the time set for the said meeting.

\_\_\_\_\_  
Constable of Hopkinton

A true copy ATTESTS:

\_\_\_\_\_  
Geri Holland, Town Clerk

Warrant must be posted by **September 2, 2014**, (at least *seven days prior* to the **September 9, 2014** State Primary).

COMMONWEALTH OF MASSACHUSETTS  
WILLIAM FRANCIS GALVIN  
SECRETARY OF THE COMMONWEALTH

STATE ELECTION  
November 4, 2014

MIDDLESEX SS.

To the Constables of the Town of Hopkinton

**GREETINGS:**

In the name of the Commonwealth, you are hereby  
required to notify and warn the inhabitants of Hopkinton  
who are qualified to vote in the State Election to vote at  
PRECINCTS 1, 2, 3, 4  
at the  
MIDDLE SCHOOL GYMNASIUM

on **TUESDAY, THE FOURTH DAY OF NOVEMBER, 2014**,  
from 7:00 A.M. to 8:00 P.M. for the following purpose:

To cast their votes in the State Election for the  
candidates for the following offices and  
questions:

SENATOR IN CONGRESS .....	FOR THIS COMMONWEALTH
GOVERNOR AND LIEUTENANT GOVERNOR .....	FOR THIS COMMONWEALTH
ATTORNEY GENERAL .....	FOR THIS COMMONWEALTH
SECRETARY OF STATE .....	FOR THIS COMMONWEALTH
TREASURER .....	FOR THIS COMMONWEALTH
AUDITOR .....	FOR THIS COMMONWEALTH
REPRESENTATIVE IN CONGRESS .....	FOURTH DISTRICT
COUNCILLOR .....	SECOND DISTRICT
SENATOR IN GENERAL COURT .....	2 <sup>ND</sup> MIDDLESEX AND NORFOLK DISTRICT
REPRESENTATIVE IN GENERAL COURT .....	EIGHTH MIDDLESEX DISTRICT
DISTRICT ATTORNEY .....	NORTHERN DISTRICT
REGISTER OF PROBATE .....	MIDDLESEX COUNTY

**QUESTION 1: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which  
no vote was taken by the Senate or the House of  
Representatives on or before May 6, 2014?

**SUMMARY**

This proposed law would eliminate the requirement that  
the state's gasoline tax, which was 24 cents per gallon  
as of September 2013, (1) be adjusted every year by  
the percentage change in the Consumer Price Index  
over the preceding year, but (2) not be adjusted below  
21.5 cents per gallon.

**A YES VOTE** would eliminate the requirement that the  
state's gas tax be adjusted annually based on the  
Consumer Price Index.

**A NO VOTE** would make no change in the laws  
regarding the gas tax.

**QUESTION 2: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which  
no vote was taken by the Senate or the House of  
Representatives on or before May 6, 2014?

**SUMMARY**

This proposed law would expand the state's beverage  
container deposit law, also known as the Bottle Bill, to  
require deposits on containers for all non-alcoholic non-  
carbonated drinks in liquid form intended for human  
consumption, except beverages primarily derived from  
dairy products, infant formula, and FDA approved  
medicines. The proposed law would not cover  
containers made of paper-based biodegradable  
material and aseptic multi-material packages such as  
juice boxes or pouches.

The proposed law would require the state Secretary of  
Energy and Environmental Affairs (EEA) to adjust the  
container deposit amount every five years to reflect (to  
the nearest whole cent) changes in the consumer price  
index, but the value could not be set below five cents.

The proposed law would increase the minimum  
handling fee that beverage distributors must pay  
dealers for each properly returned empty beverage  
container, which was 2¼ cents as of September 2013,  
to 3½ cents. It would also increase the minimum  
handling fee that bottlers must pay distributors and  
dealers for each properly returned empty reusable  
beverage container, which was 1 cent as of September  
2013, to 3½ cents. The Secretary of EEA would review  
the fee amounts every five years and make appropriate  
adjustments to reflect changes in the consumer price  
index as well as changes in the costs incurred by  
redemption centers. The proposed law defines a  
redemption center as any business whose primary  
purpose is the redemption of beverage containers and  
that is not ancillary to any other business.

The proposed law would direct the Secretary of EEA to issue regulations allowing small dealers to seek exemptions from accepting empty deposit containers. The proposed law would define small dealer as any person or business, including the operator of a vending machine, who sells beverages in beverage containers to consumers, with a contiguous retail space of 3,000 square feet or less, excluding office and stock room space; and fewer than four locations under the same ownership in the Commonwealth. The proposed law would require that the regulations consider at least the health, safety, and convenience of the public, including the distribution of dealers and redemption centers by population or by distance or both.

The proposed law would set up a state Clean Environment Fund to receive certain unclaimed container deposits. The Fund would be used, subject to appropriation by the state Legislature, to support programs such as the proper management of solid waste, water resource protection, parkland, urban forestry, air quality and climate protection.

The proposed law would allow a dealer, distributor, redemption center or bottler to refuse to accept any beverage container that is not marked as being refundable in Massachusetts.

The proposed law would take effect on April 22, 2015.

**A YES VOTE** would expand the state's beverage container deposit law to require deposits on containers for all non-alcoholic, non-carbonated drinks with certain exceptions, increase the associated handling fees, and make other changes to the law.

**A NO VOTE** would make no change in the laws regarding beverage container deposits.

#### **QUESTION 3: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

##### **SUMMARY**

This proposed law would (1) prohibit the Massachusetts Gaming Commission from issuing any license for a casino or other gaming establishment with table games and slot machines, or any license for a gaming establishment with slot machines; (2) prohibit any such casino or slots gaming under any such licenses that the Commission might have issued before the proposed law took effect; and (3) prohibit wagering on the simulcasting of live greyhound races.

The proposed law would change the definition of "illegal gaming" under Massachusetts law to include wagering on the simulcasting of live greyhound races, as well as table games and slot machines at Commission-licensed casinos, and slot machines at other Commission-licensed gaming establishments. This would make those types of gaming subject to existing state laws providing criminal penalties for, or otherwise regulating or prohibiting, activities involving illegal gaming.

The proposed law states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would prohibit casinos, any gaming establishment with slot machines, and wagering on simulcast greyhound races.

**A NO VOTE** would make no change in the current laws regarding gaming.

#### **QUESTION 4: LAW PROPOSED BY INITIATIVE PETITION**

Do you approve of a law summarized below, on which no vote was taken by the Senate or the House of Representatives on or before May 6, 2014?

##### **SUMMARY**

This proposed law would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

Employees who work for employers having eleven or more employees could earn and use up to 40 hours of paid sick time per calendar year, while employees working for smaller employers could earn and use up to 40 hours of unpaid sick time per calendar year.

An employee could use earned sick time if required to miss work in order (1) to care for a physical or mental illness, injury or medical condition affecting the employee or the employee's child, spouse, parent, or parent of a spouse; (2) to attend routine medical appointments of the employee or the employee's child, spouse, parent, or parent of a spouse; or (3) to address the effects of domestic violence on the employee or the employee's dependent child. Employees would earn one hour of sick time for every 30 hours worked, and would begin accruing those hours on the date of hire or on July 1, 2015, whichever is later. Employees could begin to use earned sick time on the 90th day after hire.

The proposed law would cover both private and public employers, except that employees of a particular city or

town would be covered only if, as required by the state constitution, the proposed law were made applicable by local or state legislative vote or by appropriation of sufficient funds to pay for the benefit. Earned paid sick time would be compensated at the same hourly rate paid to the employee when the sick time is used.

Employees could carry over up to 40 hours of unused sick time to the next calendar year, but could not use more than 40 hours in a calendar year. Employers would not have to pay employees for unused sick time at the end of their employment. If an employee missed work for a reason eligible for earned sick time, but agreed with the employer to work the same number of hours or shifts in the same or next pay period, the employee would not have to use earned sick time for the missed time, and the employer would not have to pay for that missed time. Employers would be prohibited from requiring such an employee to work additional hours to make up for missed time, or to find a replacement employee.

Employers could require certification of the need for sick time if an employee used sick time for more than 24 consecutively scheduled work hours. Employers could not delay the taking of or payment for earned sick time because they have not received the certification. Employees would have to make a good faith effort to notify the employer in advance if the need for earned sick time is foreseeable.

Employers would be prohibited from interfering with or retaliating based on an employee's exercise of earned sick time rights, and from retaliating based on an employee's support of another employee's exercise of such rights.

The proposed law would not override employers' obligations under any contract or benefit plan with more generous provisions than those in the proposed law. Employers that have their own policies providing as much paid time off, usable for the same purposes and under the same conditions, as the proposed law would not be required to provide additional paid sick time.

The Attorney General would enforce the proposed law, using the same enforcement procedures applicable to other state wage laws, and employees could file suits in court to enforce their earned sick time rights. The Attorney General would have to prepare a multilingual notice regarding the right to earned sick time, and employers would be required to post the notice in a conspicuous location and to provide a copy to

employees. The state Executive Office of Health and Human Services, in consultation with the Attorney General, would develop a multilingual outreach program to inform the public of the availability of earned sick time.

The proposed law would take effect on July 1, 2015, and states that if any of its parts were declared invalid, the other parts would stay in effect.

**A YES VOTE** would entitle employees in Massachusetts to earn and use sick time according to certain conditions.

**A NO VOTE** would make no change in the laws regarding earned sick time.

#### **QUESTION 5: THIS QUESTION IS NOT BINDING**

Shall the state representative from this district be instructed to vote in favor of a resolution calling upon Congress to propose an amendment to the U.S. Constitution affirming that 1) rights protected under the Constitution are the rights of natural persons only and 2) both Congress and the states may place limits on political contributions and political spending?

Hereof fail not and make return of this warrant with your doings thereon at the time and place of said voting.

Given under our hands this 7<sup>th</sup> day of October, 2014.

\_\_\_\_\_  
Todd A. Cestari, Chairman

\_\_\_\_\_  
John M. Mosher, Vice-Chairman

\_\_\_\_\_  
Benjamin L. Palleiko

\_\_\_\_\_  
Michelle A. Gates

\_\_\_\_\_  
John M. Coutinho  
Hopkinton Board of Selectmen

A True Copy ATTEST:

\_\_\_\_\_  
Geri Holland  
Town Clerk



Pursuant to the within Warrant, I have notified the Inhabitants of the Town of Hopkinton to meet at the time and place and for the purpose within mentioned by posting up a certified copy of this Warrant in the Town House, in each of the Churches, in each of the Post Offices and in each of the Engine Houses of the town,

seven (7) days at least before the time set for the said meeting.

\_\_\_\_\_, 2014.  
Constable (month and day)

Warrant must be posted by **October 28, 2014**, (at least *seven days prior* to the **November 4, 2014** State Election).  
(Note: This State Election Ballot has been approved by the State Election Office.)

## Animal Control

2014 Dog Licenses Issued.....1943  
2014 Kennel Licenses Issued.....0007  
2014 Dog and Cat Bites.....0013

Although the number of dogs picked up in 2014 seems low; this is not the true picture. Thanks to the residents of Hopkinton for putting the "license tags" on their dogs, we have been able to match dogs-owners in record time! IT IS THE LAW: All dogs must be licensed in the Town of Hopkinton and must wear tags.

Throughout the year 2014, we have had numerous phone calls pertaining to Wildlife. These calls include coyote sightings, foxes, skunks, raccoon, deer etc. We have had a tremendous amount of squirrels, as well. Please make sure that all chimneys are capped and keep doors and windows closed at all times.

According to the Massachusetts State Laws, Massachusetts Fisheries and Wildlife; their job is to protect the wildlife in Massachusetts. We evaluate every wildlife call and take care of the ones we can, especially any animal suspicious of having rabies.  
r

Wildlife situations as: "living in my basement/attic/garage were forwarded to the proper licenses professionals according to the rules and regulations of the State of Massachusetts. We encourage residents to keep garage doors closed; keep covers on trash cans; do not feed domestic animals outside and do not ever feed wildlife.

Other calls received throughout 2014 were: missing dogs/stray dogs/missing & stray cats/dog complaints/dog bites/hit dogs/hit cats/stolen dogs/animal rescues/etc. We respond to these calls either by telephone or by directly evaluating the situation. We have received several "police calls" and many of these are during the evening hours. We would like to thank the Hopkinton Police and Fire Department for their continuous support and assistance with many of these calls.

Respectfully submitted,

William J. Proctor,  
Animal Control Office

## Board of Appeals

RORY WARREN, Chairman  
G. MICHAEL PEIRCE, Vice Chairman  
MARK J. HYMAN, Clerk

The Board of Appeals is a quasi-judicial administrative board that hears and decides zoning related appeals,

applications for special permits, and petitions for variances pursuant to its authority under MGL c. 40A, and applications for affordable and low income housing projects pursuant to its authority under MGL c. 40B. The Board has jurisdiction to hear appeals filed by any person aggrieved by reason of his or her inability to

obtain a building permit or enforcement action from the Director of Municipal Inspections, or by any person, including an officer or board of the town, aggrieved by a written order or decision of the Zoning Enforcement Officer, the Planning Board with respect to decisions under site plan review, and the Historical Commission with respect to delays of demolition permits.

The Board of Appeals generally schedules public hearings on the 2nd and 4th Wednesday of each month at 7:00 PM in the Selectmen's Hearing Room at Town Hall. Additional information regarding the Board of Appeals is available on the Town's web site at [www.Hopkintonma.gov](http://www.Hopkintonma.gov). Persons filing with the Board of Appeals are strongly encouraged to visit the Board's web pages and the "Questions & Answers" section prior to filing any request for relief with the Board.

In 2014, the Board of Appeals issued 21 decisions, and some form of relief was granted in a majority of cases. Decisions granting relief were issued in the following categories – 24 Special Permits (40A), 8 Variances. There were 2 Appeals of a decision of the Zoning Enforcement Officer; in one case the decision were upheld and in the other the decision was overturned. Finally, there was one hearing that involved a 40B project. It represented a new submission for a Comprehensive Permit from Hopkinton Mews LLC; the hearings will continue into 2015.

In accordance with state law, decisions of the Board of Appeals are timely filed with the Town Clerk within 100 days of the initial filing of the request for relief in the case of Appeals and Petitions for Variances, and within 90 days following the close of the public hearing in the case of Applications for 40A Special Permits. Decisions

relating to Applications for 40B Comprehensive Special Permits are timely filed with the Town Clerk within 40 days after the close of the public hearing. These deadlines may be extended at the request of the party requesting relief, and on more complex filings this frequently occurs to enable the applicant to file additional pertinent information with the Board. Notwithstanding, public hearings for an overwhelming majority of cases are concluded on the first night.

We wish to thank all Town departments and committees who have assisted the Board during the past year, with special thanks to the employees within the Department of Land Use, Planning and Permitting. We extend special thanks to Elaine Lazarus, the Director of Land Use, Planning and Permitting, Charles Kadlik, the Director of Municipal Inspections and Zoning Enforcement Officer, Michael Shepard, the Building Inspector and Adina Wright and Cobi Wallace, for their continued service and dedicated commitment.

Respectfully submitted,

Rory Warren, Chairman  
G. Michael Peirce, Vice Chairman  
Michael DiMascio  
June Clark  
John Savignano

Associate Members:  
Mark J. Hyman, Clerk  
Jim Meyer  
Peggy Shaw

## Board of Assessors

This past year was very difficult for the Board of Assessors. During the year, the Town lost its entire assessing staff due to resignations. Long-time Principal Assessor Robert Bushway resigned in August. This was followed by the resignation of Deputy Assessor Patti Howell in November. Lastly, in December, we lost our able Administrative Assistant Elizabeth Sher. At year end, there was no Assessing office staff. On a positive note, John H. Neas joined the Town as Principal Assessor on January 5, 2015.

### Statement of Purpose

The Assessors' office serves the taxpayers of Hopkinton by providing fair and equitable assessments of real estate and personal property taxes, and for assessing motor vehicle excise taxes. The Assessors' office is responsible for tax assessments that provide 75% of the Town's budget. The office functions as part of the Hopkinton Finance Department and also must comply with the Massachusetts General Laws in a number of matters and is regulated by the Massachusetts Department of Revenue. Real estate values are analyzed and adjusted annually to reflect full and fair

cash value as of January 1 of the preceding fiscal year. Business taxpayers, other than those with Tax Incentive Financing Agreements or that are registered manufacturing corporations, are assessed personal property taxes on their non-exempt machinery, equipment, furnishings, and inventory as of January 1 of the preceding fiscal year. Personal property accounts are reviewed and updated annually.

The Assessors' office has responsibility for administration of property tax exemptions of qualifying individuals for reasons such as age, blindness, and military service; and for processing of motor vehicle excise tax adjustments and abatements. The Assessors' office provides assistance regarding property valuation and exemption matters to residents of Hopkinton and to various Town departments, realtors, surveyors, attorneys, and appraisers.

### Accomplishments

- Only 48 of 6,413 of the combined real estate parcels and personal property accounts for FY 2014 were contested as to valuation, with only 3 cases appealed to the Appellate Tax Board
- Added 81 new residential property accounts to the assessment roles and added \$99 million in new growth assessed values generating additional tax revenue of \$1,749,500
- Administered a total of 108 exemptions and deferrals from the real estate tax or Community Preservation Act (CPA) tax surcharge

### Goals

- Re-staff the Assessors' office
- Obtain timely approval of the triennial recertification of assessed property values from the MA Department of Revenue and participate with others to insure that FY 2016 tax bills are timely mailed

- Management of the tax overlay to accommodate all FY 2015 property tax exemptions and abatements
- Participate with others to monitor new construction, both active and planned, and assess or forecast new growth taxes, as applicable

### Statistical Facts and Figures

**Tax rate for FY 2015** \$17.96 per \$1,000 of value

#### Real Estate

Number of tax bills issued .....	6,084
Total taxable valuation .....	\$2,896,649,960
Total taxes .....	\$52,023,833.11
Total CPA surcharge .....	\$847,516.70
Number of single family homes .....	4,330
Average home valuation .....	\$494,685
Number of condominium homes .....	616
Average condominium value .....	\$274,005

#### Personal Property

Number of tax bills issued .....	384
Total taxable valuation .....	\$105,648,370
Total taxes .....	\$1,897,444.68

#### Motor Vehicle Excise

Number of tax bills issued .....	17,265
Total taxes .....	\$27,750,157

At the time of this report, the office staff consisted of Principal Assessor John H. Neas, MAA, RMA, CMA. Mr. Neas can be reached by e-mail at: [jneas@hopkintonma.gov](mailto:jneas@hopkintonma.gov).

The Board of Assessors consists of three elected members: John H. Duffy, Mary Jo LaFreniere, MAA, and John L. Palmer. The Board meets bi-monthly at posted meetings. The Assessors' office is open to the public on Monday, Wednesday and Thursday from 8:00 am to 4:30 pm, on Tuesday from 8:00 am to 7:00 pm, and on Friday from 8:00 am to 2 pm. The office telephone is (508) 497-9720.

## Board of Health

The Board of Health is responsible for a varied range of health and environmental concerns, including the promotion of public health, control of dangerous disease and protection of the environment. In addition

to permitting and inspectional services, associated with the enforcement of local and state sanitary and environmental regulations, the department also provides communicable disease investigation and

prevention programs, food establishment inspection services, pool and camp permitting, trash and septage hauler permitting, complaint investigations, housing inspections, tobacco sales permitting and enforcement, individual wastewater and water supply plan review and permitting, as well as emergency planning.

The Board of Health is comprised of three elected members who serve overlapping three-year terms. Mark Gates served as Chairman till the end of his term in May 2014. Jennifer Belesi was elected in May 2014 and the Board reorganized. Paul Winshman was elected Chair and Deborah Holbrook vice chair. Staff members are the one full time employee, Director of Public Health, Edward F. Wirtanen, R.S., C.H.O., part-time Administrative Assistant, shared with the Land Use and Permitting Department, Elizabeth Aghababian. Mrs. Aghababian resigned in May. In August Nidia La Roche began her duties as part-time Administrative Assistant. Other part time contractual agents who provided inspectional, consulting, and other support services are Bryan Besso, RT(R), Mary Moynihan, R.N. and Jean Sniffen R.N., Public Health Nurse.

### **On-Site Sewage Disposal Systems**

The Board of Health reviewed 28 engineered plans for subsurface wastewater disposal systems. The Agent witnessed soil testing at 50 sites for new system construction. A total of 44 septic system permits were issued, 3 permits were issued for abandonment of systems and 40 permits were issued for component repairs to existing septic systems. A total of 106 Building permit applications were reviewed. Installer's licenses were issued to 35 individuals and 13 were issued to firms to transport sewage. The office conducts inspections on all permits issued to ensure that Title 5 standards and local regulations are met for all on-site sewage disposal systems. Property transfer Inspection Reports totaled 151 for the year. Failing septic systems are investigated, and corrective action is planned to insure the protection of public health. A total of 4 failing Title 5 reports were received in 2014.

### **Community Septage Management Loan Program**

Financial assistance is available to homeowners through a Community Septage Management Program (CSMP) Loan administered by the Board of Health. This loan program was established in 1999 and offers low-interest loans at 2% to Hopkinton residents to correct their failing septic systems. Loan funding is supplied by the MA Water Pollution Abatement Trust (WPAT) through the Department of Environmental Protection. There was no money expended in 2014 although there is one

homeowner in the program. Any town resident seeking more information about this Loan Program should contact the Board of Health office at (508) 497-9725.

### **Water Wells**

The Board of Health reviews private well installation/deepening plans for drinking water and irrigation wells, witnesses the water quantity testing to ensure that an adequate water supply is met, and reviews comprehensive analysis reports for potential contaminants on all new private wells. The office issued 27 permits for new wells. Town regulations also require comprehensive quality testing at homes that are supplied with private well water, prior to the transfer of ownership of the property, if the testing has not been conducted within the last five (5) years; copies of test reports should be submitted to the office. The Board recommends that residents test their wells *at least* every five years in order to be sure the quality of their drinking water is satisfactory.

### **Emergency Preparedness Planning**

The Board of Health has streamlined its participation with thirty-three other member towns in Region 4A, the Department of Public Health, and the Federal Office of Home Land Security in preparedness planning, with an emphasis on bio-terrorism, widespread communicable disease events, and all-hazards emergency planning. The Board is still seeking to organized volunteers within the town with medical and non-medical backgrounds to provide supplemental assistance to the First Responders during an event of large scale, or for long term emergencies in Hopkinton.

### **Disease Prevention**

The Natick Visiting Nurses Association (VNA) provides professional nursing services to the Town, and participates in the seasonal flu clinics, investigates cases of mandatory, reportable communicable diseases within the Town of Hopkinton. The VNA provides follow-up with the patient, the Department of Public Health, and often with hospital staff on all mandatory reportable diseases.

The Town participates in the Central Massachusetts Mosquito Control Project (CMMCP), a program that monitors mosquito activity, tests for the presence of infected mosquitoes, and performs activities to reduce the mosquito population, such as spraying limited areas, larvaciding, reducing mosquito-breeding areas, and responding to resident's complaints. Information for residents on the project is available year-round at the Board of Health office or at [cmmcp@cmmcp.org](mailto:cmmcp@cmmcp.org).



The Board of Health's office also acts as the Burial Agent for the Town. In November the Office convert to the electronic processing of burial permits. A total of 27 Burial Permits were issued in 2014.

### **Food Establishment Permitting and Inspections**

All permanent food establishments are required to be permitted by the Board of Health, and must be inspected, at a minimum, two times per year. Temporary food establishments, such as those associated with the Boston Marathon, PolyArts Festival, and the Farmers Market, are also permitted and inspected. Follow-up inspections occur when violations are noted, and to ensure compliance with the Food Code including the statewide food allergy requirements. The Board investigates all complaints received regarding food services or food products. A total of 96 inspections of facilities were performed in 2014. In addition, 5 new/renovated establishment plan reviews, 4 complaint inspections were conducted. The part time contractual Food Inspector position was filled in June 2014. It had been vacant since 2011.

### **Recreational Swimming and Camps for Children**

All public and semi-public swimming pools must be inspected and permitted by the Board of Health prior to use. The Board of Health permitted 9 public and semi-public pools in 5 separate locations this year.

Comprehensive camp inspections were conducted, and permits issued for the one recreational camp for children that operated in the summer of 2014.

Parks and Recreation now monitors bacteria levels for water quality at Sandy Beach at Lake Maspenock on a

weekly basis during the swimming season; the testing results are reviewed by the Board to insure swimming standards are met.

### **Mercury Reduction**

A mercury reduction program was established in Town in an effort to remove mercury from the waste stream, and to reduce the discharge of mercury pollution into the environment. Residents may bring their mercury-containing thermometers to the Board of Health, and exchange them for digital thermometers as part of the mercury recycling efforts. The office also accepts button cell batteries and old thermostats that contain mercury. Residents should be aware that florescent bulbs contain a small amount of mercury that may be reclaimed, and these bulbs cannot be disposed of in the trash. Residents may drop off their used florescent bulbs during business hours at Hopkinton Lumber, so they can be recycled. We want to express our appreciation to this business for their support in reducing the amount of mercury going into our waste stream.

### **Goals**

The Board of Health hopes to continue to strive to maintain the Town's health and environmental protection. At the Town Meeting in May 2014 the revolving account supporting the department activities was eliminated and a total of \$94,027.63 was returned to the Town General Fund. The Department is now funded by appropriation authorized at Town Meeting. The Board continues its work towards the electronic filing of permit applications, electronic record management system, including illness and burial reports as well as incorporating the Town's new MUNIS system.

## **Board of Registrars**

The Board of Registrars, as directed by the State and Federal Election Laws and the Secretary of State, provides the opportunity for the voters of the Town of Hopkinton to have a voice in their local government through the participation in the democratic process. This process requires the Board of Registrars to conduct fair and transparent elections. The members of the Board of Registrars who are appointed by the Board of Selectmen for three (3) year terms are Joyce Brousseau, Carol Walsh, and Christine Dietz. The Town Clerk also serves on the Board of Register. Board members can

assist with voter registration and cover extra registration hours, as needed. Although, as in many smaller communities, the day to day Board of Registrars' duties such as the running of elections, voter registrations, changes in voter status and the annual street listing count are performed by the Town Clerk's office.

There were three elections during 2014: May 5, 2014 Town Election; September 9, 2014 State Primary Election and November 4, 2014 State Election. The election staff continues to perform the necessary duties in a very

efficient and professional manner during all elections; and for this, I am extremely grateful.

All Hopkinton residents who are US citizens and who have attained the age of 18 by the election date and register to vote by the voter registration deadline are eligible to vote in each election. They may vote in person at the polls or by absentee ballot, if eligible. Voter registration applications are also available at the Town Clerk's Office, Hopkinton Public Library, the Town Clerk's website at [www.hopkintonma.gov](http://www.hopkintonma.gov) or online by visiting the Secretary of State's website at [www.sec.state.ma.us/](http://www.sec.state.ma.us/). Residents are reminded that they may also register to vote at the Registry of Motor Vehicle.

If you would like to confirm your voter's status, please visit the Secretary of State's website:

<http://www.sec.state.ma.us/VoterRegistrationSearch/MyVoterRegStatus.aspx>.

A count of Hopkinton residents by Precinct as of December 31, 2014 follows:

Precinct No.	Active	Inactive	Non-Voter	Grand Total
001	2553	92	1489	4134
002	2515	124	1396	4035
003	2499	111	1404	4014
004	2502	86	1460	4048
<b>TOTAL</b>	<b>10069</b>	<b>413</b>	<b>5749</b>	<b>16231</b>

Respectfully submitted,

Geri Holland  
Town Clerk

## Cable Advisory Committee

The Hopkinton Cable Advisory Committee makes recommendations to the Board of Selectmen with regard to the renewal of licenses for cable providers in the Town. The Cable Advisory Committee further advises the Board of Selectmen regarding issues concerning the local access channels, facilities and equipment; changes in state and federal legislation related to cable operations, and general oversight of the service provided to Hopkinton subscribers.

In 2014, the Cable Advisory Committee held a public ascertainment hearing to identify local cable needs as part of the ongoing Verizon license renewal process.

In 2015, the Cable Advisory Committee expects to engage in negotiations with Verizon concerning the renewal of the Verizon license.

## Capital Improvement Committee

The Hopkinton Capital Improvement Committee is charged with planning for long range capital spending and maintenance for expenditures of \$25,000 or greater.

We take the following approach to this task:

- 1) Meet with town departments and committees to anticipate, identify, and evaluate the major capital projects before the town in the next ten years and determine the year in which funds will

- be appropriated for each.
- 2) Determine the sources of funding and net costs to the taxpayers once reimbursements, grants, and rate-payer enterprise funds are accounted for.
- 3) Provide information to the town manager so capital expenditures can be included in the overall financial planning process, and impact on the annual budget can be assessed.
- 4) Create and publish the annual Ten-Year Capital Report showing capital projects, facility

maintenance, and capital equipment  
upgrades and renewal.

Respectfully submitted,

Christian Franklin, Chairman

## Cemetery Commission

The Cemetery Commission is a three-member elected board charged with overseeing the town's cemetery needs. Offering cemetery space and services is an important municipal function which towns are required to provide their citizens under Massachusetts law. In recent years, Hopkinton's ability to meet this municipal requirement was threatened by a lack of suitable new cemetery land. This problem has been temporarily solved by completing a multi-year project to install a drainage system to make usable the last remaining portion of open land at Mt. Auburn Cemetery. The new area has been in use now for about 5 years, and the lots are selling steadily. The fact that St. John's Cemetery is near capacity is adding to the demand for the town's cemetery space. Planning for additional cemetery land will be of critical importance in the near future. The Commission is working to identify a suitable location for a new cemetery. It is important that site development begin in the next few years, so that the town does not experience a space crisis again.

The Cemetery Commission has worked to maximize our cemetery area by redeveloping for lot use a piece of land at Mt. Auburn where an unused maintenance building was removed last year. A fund has also been established to allow the town to more easily buy back unwanted lots for resale to other citizens.

This year, unfortunately seven aged maple trees had to be removed at Mt. Auburn for public safety. The loss of some of these large 100 – 150 yr. old shade trees will have a significant impact on the restful character of this cemetery. Therefore, through the generosity of the town's Holman Trust Fund, the Commission has been able to obtain the resources to replant four shade trees in the spring of 2015, in order to restore this area.

The Cemetery Commission's site on the town website provides information on the town's seven cemeteries, rules & regulations, meeting minutes, the historic headstone project, and a video tour of the historic Comey Chapel, with information on its use and its history. The goal of the Cemetery Commission continues to be to provide for the maintenance, improvement and expansion of our cemeteries and their related services.

Respectfully submitted,

Lynn Fournier, Chairman  
Thomas Pratt  
Claire Wright  
*Cemetery Commissioners*

## Commissioners of Trust Funds

The Commissioners of Trust Funds is a three-member elected board, presently Tom Garabedian, Maureen Bumiller, and Mary Arnaut that acts in accordance with Massachusetts General Laws Chapter 41 and Chapter 44: Section 54. The Town of Hopkinton has five funds that are managed by The Commissioners of Trust Funds. The Commissioners meet on a monthly basis.

- The Charles B. and Mary C. Holman Fund reads as follows: "I give to the Town of Hopkinton, Massachusetts, where I have passed many pleasant years of my life, the sum of Fifteen Hundred Dollars (\$1,500) to be held in trust, to be known as the Charles B. and Mary C. Holman Fund and the income only to be used in beautifying and

making the town attractive by setting out shade trees, especially on Main Street in the centre of the town and caring for them.”

- The **Comey Memorial Chapel Fund** reads as follows: “In creating a Trust Fund of one thousand dollars (\$1,000) for the perpetual care of the **Comey Memorial Chapel** at **Evergreen Cemetery** in **Woodville Hopkinton Mass.**, it is my intent and desire that the following conditions for use of the interest of this fund may be met and complied, (1) that this Trust Fund shall be known as “**The Comey Memorial Chapel Fund.**” (2) that the interest of this Fund shall accrue for several years and shall be expended for the repair and maintenance of said chapel, - when required at the discretion of the **Cemetery Commission.** (3) that not in excess of two dollars (2.00) in any one year shall be paid for janitor service. (4) that in the event of complete destruction of this Chapel, through Act of God or other acts over which we have no control, the interest of this fund may be used for the repair, replacement or resetting of any Monument in **Evergreen Cemetery**, giving first attention to the Monuments and Markers of the **Soldiers and Sailors of any Wars** since the year **seventeen seventy-five (1775).**”
- The **Mary A. Roche Fund** reads as follows: “Because the Town of Hopkinton, Massachusetts chose land owned by me in said Town for the purpose of building its new **Elmwood Elementary School** thereon, I am pleased to give, and I hereby give to said Town of Hopkinton, Massachusetts, to be administered by its **School Committee**, the sum of **Five Thousand Dollars**, said sum to be deposited at

interest, and the income from said **Five Thousand Dollars** to be divided in **June** of each year to the two students in the graduating class of the said **Elmwood Elementary School** receiving the highest academic marks in their course of studies during the full school term leading up to their graduation.”

- The **Charles L. Claflin Trust Fund** reads as follows: “To the inhabitants of Hopkinton the sum of **One Thousand Dollars**, in trust to invest the same and use the income in caring for the **Park** so-called in the centre of said town.”
- The **Bernard J. McGovern Trust** reads as follows: “That the Town be authorized and permitted to utilize all or a portion of the net annual income of the gift to the Town established by **Section 1** of **Article IV** of the **Last Will of Bernard J. McGovern** for the following purposes only: (a) The purchase of books for its public library; (b) The purchase of video tapes and audio tapes for its public library;(c) The purchase of books and music on compact disk for its public library;(d) The purchase of language tapes for its public library;(e) The purchase of magazines, books, periodicals, and newspapers and subscriptions for its public library;(f) The purchase of **CD Rom disks** in subjects which educate, enlighten and inform the citizens of the Town for its public library; (g) The purchase of e-books for adults and children for its public library; (h) Arranging for programs, including lectures, films, exhibitions, trips and other events of interest to the public;(i) The purchase of computer hardware and software, including programs in a variety of subject, for its public library; (j) The purchase of membership passes to area museums and other attractions for its public library.”

<b>Fund</b>	<b>6/30/13</b>	<b>6/30/14</b>	<b>Principal</b>
<b>1) Charles L. Claflin Fund</b>	\$ 9642.11	\$ 9882.24	\$ 1000.00
<b>2) Comey Memorial Chapel Fund</b>	\$ 4312.21	\$ 4419.58	\$ 2100.00
<b>3) Charles B. &amp; Mary C. Holman Fund</b>	\$ 5687.34	\$ 5828.98	\$ 1500.00
<b>4) Mary A. Roche Trust Fund</b>	\$ 5128.00	\$ 5148.64	\$ 5000.00

No expenditures were made for FY'13-'14 from the Claflin Fund, the Comey Memorial Chapel. the Holman Fund. No withdrawals were made from the Mary Roche Fund.

#### **5) McGovern Trust Fund**

Morgan Stanley Report 6/30/2014 - Non-expendable account = \$1,639,099.75

Morgan Stanley Report 6/30/2014- Expendable account = \$175,884.49

McGovern Trust Fund Expenditures during Fiscal 2013 = \$ 70,165.77 which was transferred to the General Fund in June 2013 The McGovern Trust Fund is invested in an array of certificates of deposits, exchange traded and mutual funds, common and preferred stocks.

Respectfully submitted,

Maureen Bumiller, Chairman,  
Mary Arnaut/Muriel Kramer, Secretary,  
Thomas Garabedian, Investment Liaison



# Community Preservation Committee

## *To the Citizens of Hopkinton*

### **Overview**

The Community Preservation Act (Massachusetts General Laws; Chapter 267) was signed into law in 2000. This legislation allows cities and towns to create their own community preservation funds through a surcharge of up to 3% of the local tax levy on real property. In 2001, the citizens of Hopkinton adopted a CPA bylaw and thereby approved a 2% surcharge to their property taxes. Revenue from this surcharge is dedicated for the preservation of open space, historic sites, affordable housing and passive/active outdoor recreation in the Town. Local revenue is supplemented through the state Community Preservation Trust Fund. Money for this fund is derived from fees charged at Massachusetts Registries of Deeds. In July of 2012, an amendment to Chapter 267 added \$25 Million to this fund. The availability of funds depends on two factors; the number of deeds registered in a given year and the number of communities competing for state CPA dollars.

Under the provisions of the CPA, a Hopkinton Community Preservation Committee was established to identify the Town's needs, capabilities and resources with regard to community preservation. The CPC considers proposals made by groups and individuals to ensure they meet the criteria of the law benefit the community and are financially feasible. The Committee then makes recommendations to Annual Town Meeting. The CPC may include in its recommendations a request to set aside for later spending funds for specific purposes that are consistent with community preservation, but for which sufficient revenue is not immediately available.

The Community Preservation Committee is a nine-member board which includes designees from the Planning Board, Open Space Preservation Committee, Conservation Commission, Historical Commission, Parks and Recreation Commission, the Housing Authority and four At-Large members appointed by the Hopkinton Board of Selectmen. The current Community Preservation Committee members are:

- Chairman and Member-at-Large Henry Kunicki
- Vice Chairman and Open Space Conservation
- Commission Representative Jeff Doherty
- Conservation Commission Representative Joe Ciriello
- Planning Board Representative Ken Weismantel
- Historical Commission Representative Dianne Doucette
- Parks and Recreation Commission Representative Eric Sonnett
- Member-at-Large Alfred Rogers
- Member-at-Large Ronald Clark

The Housing Authority seat has been vacant since 2011.

The Committee thanks the following previous members for their dedicated services to their community and to the Community Preservation Committee:

- Historical Commission Representative Robert Ionta
- Conservation Commission Representative Andre Griben

### **Accomplishments:**

In 2014 the following projects were approved at Town Meeting to carry on the Committee's endless and critical endeavor toward the continuation of preserving our town's historical history in various forms:

#### ***Historic Preservation:***

##### ***Hopkinton Center for the Arts Barn Renovation*** **\$114,000**

For additional work to the barn at 98 Hayden Rowe Street which will increase classroom space from 1900 square feet to 3800 square feet by restoring the barn's infrastructure to accommodate a second floor.

##### ***Preservation of Town Records/Town Clerk's Office*** **\$15,000**

The continuation to preserve Town records dating from 1798 to 1999. These records include the Selectmen records, licenses, naturalization records, registers of voters, World War I discharge records and waterline and well records. CPA funding for this project has been approved by voters several times since the initial request in 2006.

***Claflin Fountain Restoration*****\$45,000**

The continuation to preserve the Claflin Fountain located at the common by making plumbing, electrical and aesthetic repairs to restore the fountain. This continuous endeavor is under the Parks and Recreation wing.

***Town Common Memorial Restoration*****\$6,500**

For the restoration and resetting of granite curbing on the memorials located at the Town Common. This venture is also under the Parks and Recreation guidance.

***Digital Anthologies of Hopkinton History: A Beginning*****\$5,000**

To digitalize and catalogue: historic letters, news articles and other documents from the Hopkinton Library. This funding will pay for an archivist, scanner and Biblioboard service.

***Open Space and Passive/Active Recreation: Endowment Funding*****\$15,000**

For the placement of conservation restrictions to

Cameron Woods and Whisper Way. The restrictions of the properties are under the division of the Hopkinton Area Land Trust.

***Passive Recreation:******Trailhead Signs*****\$7,500**

For the installation of signage to identify trailheads at the following Town owned properties: Fruit Street, Phipps Woods, Braden Woods, Cameron Woods and Whisper Way. This project is also under the Hopkinton Area Land Trust preview.

***Low and Moderate Income Housing:*** There have been no affordable housing projects funded through the CPA since Mayhew Court was completed in 2012.

***Looking Ahead***

The Community Preservation Committee will continue its mission of identifying preservation needs and projects in the Town of Hopkinton and make funding recommendations to the Board of Selectmen.

*Respectfully submitted:*

*Henry Kunicki, Chairman*

# Conservation Commission

The Conservation Commission is required by law to fulfill a number of duties pursuant to the Massachusetts General Laws, the Massachusetts Wetlands Protection Act (WPA), and the Hopkinton Wetland Protection Bylaw (Bylaw). To fulfill these obligations, the Commission conducted hearings and processed submittals for 77 Notices of Intent, Resource Area Delineations, Requests for Determination, Certificates of Compliance, Enforcements, and Emergency Certifications during the past year. The Commission also processed 34 Requests for Minor Project Exemptions under the WPA and Bylaw, which improved response time for applicants and freed valuable agenda time for more complex projects.

These filings and activities, plus project site inspections, project reviews, public hearings, communications with the Department of Environmental Protection, and informational meetings with residents and developers,

occupied the Commission and its staff during the past year. The Commission meets two to three Monday nights per month in order to meet the requirements of the WPA and Bylaw. Commission staff also spent time responding to requests for comments from other Town Boards and working with other Town Departments on various town projects.

Members of the Commission served on the Community Preservation Committee, Lake Maspenock Dam Advisory Group, Open Space Preservation Commission, Upper Charles Trail Committee, and the Zoning Advisory Committee.

Major projects reviewed, approved and/or underway during 2014 include Hopkinton Mews, 85 West Main Street Commercial Buildings, Hunter's Ridge, Hopkinton Retirement Residences at Legacy Farms, Alta at Legacy Farms, Pulte Homes at Legacy Farms, 203 Pond Street

Subdivision, Christian Estates, DPW Facility Expansion, Sandy Beach Recreation Area, Perkin Elmer Campus Expansion, Golden Pond Facility Expansion, Peloquin Estates, E.L. Harvey Materials Recovery and Recycling Facility, Hopkinton Square, Sanctuary Lane, and Highland Park IV.

The Commission monitors these projects, along with other numerous on-going projects of various sizes, on a regular basis, working closely with project engineers, managers, and contractors to ensure that the projects continue to meet environmental regulations and standards agreed to prior to their start.

The Commission has also continued to work closely with the Department of Public Works relative to the on-going maintenance of town trees, roads and roadway drainage structures within and adjacent to wetland resource areas.

Commission goals include encouraging Low Impact Development initiatives, supporting open space acquisition and stewardship, and continuing efforts to successfully handle all permit applications in a timely manner.

The Commission staff has worked diligently to assist the public with understanding wetland regulations and fulfilling permitting requirements, streamlining the permitting process for applicants, promoting environmental stewardship, educating the public, acting as a liaison to other Town boards and committees, and to provide timely information to the Commission on projects under review in order to hold efficient public meetings.

The Commission extends its best wishes and thanks to

former members Andre Griben on his over six years and Frank D'Urso on his over four years of serving on the Commission. The Commission welcomed James Ciriello and Ed Harrow as new members and thank them for volunteering their time to support conservation efforts in Hopkinton.

The Commission would like to thank the residents of Hopkinton for their water conservation efforts over the past year.

The Commission invites the public to attend our meetings, become involved, volunteer, request Commission presentations to aid in local awareness about wetlands, and to provide comments on any of the projects brought before us. Meeting times and agenda items are posted on the Town's website ([www.hopkintonma.gov](http://www.hopkintonma.gov)) and a link can be found on the Commission's webpage ([www.hopkintonma.gov/home/government/boards/conservation](http://www.hopkintonma.gov/home/government/boards/conservation)) as well as in the Town Clerk's Notebook at Town Hall. All members of the community are welcome and encouraged to attend our meetings or to call the Commission Office at 508-497-9745 with questions.

Respectfully Submitted by the Hopkinton Conservation Commission,

Jeffrey Barnes, Chairman  
Marcus Waldron, Vice-Chairman  
James Ciriello  
Edwin Harrow  
Craig Nation  
Melissa Recos  
Kerry Reed  
Don MacAdam, Conservation Administrator  
Anna Rogers, Inspections Assistant

## Council on Aging

The mission of the Council on Aging is to promote the wellbeing and to enhance the quality of life for adults 60+ years of the Town of Hopkinton, and carry out activities and services that provide educational, social, fitness and cultural programs of general interest, encourage independence and continuing participation in the community. We provide these services in cooperation with the Massachusetts Office of Elder Affairs and Bay Path Elder Services, Inc. Our goal is to

design, advocate for, and implement services and/or activities to fill the needs identified.

The Council on Aging/Senior Center is facing the challenge of bringing the "Baby Boomer" generation in. This is new territory for all Centers and is the focus of collaborative meetings and conferences. Suggestions from our residents are encouraged. Our department serves more than a forty year age span of residents. We

are fortunate to receive support from our Town officials allowing continued growth for our department.

Funding sources, other than Town budget, continue from Friends of Hopkinton Senior Citizens, Executive Office of Elder Affairs, Marathon Fund Committee, Hopkinton Women’s Club and several grants. We received the new bus which was funded during a Town Meeting, ensuring continued safe and uninterrupted transportation for our clients.

We are excited to see the numbers of new seniors coming to the Center, not only to participate in

activities, but also to volunteer. The number of high school and college students who volunteer during the summer remains steady and the interaction of all age groups is a pleasure to witness. As a reminder: All ages are welcome at the Senior Center, those 60+ take precedent. Please visit our web page for detailed information and to access our monthly newsletter, “The Hilltopper”.

Respectfully submitted,  
  
Cynthia A. Chesmore, Director

# Cultural Council

The purpose of the Hopkinton Cultural Council (HCC) is to support public programs in the arts, humanities and interpretive sciences which promote access, education, diversity and excellence for residents of our community. This is accomplished by granting funds received from the Massachusetts Cultural Council (MCC), in accordance with their guidelines, to individuals and organizations that will present their programs in our community or local area. We fund a variety of programs each year appropriate for diverse age and interest groups. Whenever possible we give priority to Hopkinton artists and organizations. For FY 2014, Hopkinton’s funding from the Massachusetts Cultural Council was increased to \$4,300, which is \$50 more than the 2013 allotment. We also had a carryover from prior years of \$636. We received a total of 20 applications, 2 more than the previous year, approving 10 for partial or full funding. Many of the events funded are part of the Hopkinton 300th Anniversary program.

Members of the HCC for FY 2013 were:, Barbara Timko - Chair, Mary Anne Guild -Treasurer and Secretary, Nancy Lagasse, David Roberts, John Savignano, Steve Spector,

Mary Ansell, and Mary Weinstein.. It is the Council’s goal to add new members each year to keep the group’s input fresh, and to allow for broader delegation of the responsibilities. Please contact Chair, Barbara Timko at 508.435.1559 to join us or for more information.

<b>FISCAL YEAR 2014 funded projects</b>	
Hopkinton Garden Club –	
Landscape Presentation .....	\$500
Jim Manning -Hopkinton Library event.....	\$499
Metrowest Symphony .....	\$750
Hopkinton Music Association .....	\$747
Marble Collection – student magazine.....	\$100
Hopkinton Historical Society.....	\$1000
ESL - Shakespeare .....	\$500
Senior Center – Richard Clark.....	\$450
Clafin Hill Concerts.....	\$100
Hopkinton Library -Richard Potter Event .....	\$190
Administrative Costs .....	\$100
<b>FY2014 Total Disbursement.....</b>	<b>\$4836</b>

Respectfully submitted,  
  
Barbara Timko, HCC Chair

# Design Review Board

The Design Review Board was established by a vote of Town Meeting in May, 1994. Its purpose is to provide a detailed review of uses and structures having a substantial impact on the Town, enhance the natural and aesthetic qualities of the Town, preserve the value of land and buildings, and to protect and preserve the historic and cultural aspects and heritage of the Town. The Design Review Board members are appointed annually by the Planning Board.

The Design Review Board reviews applications for Major and Minor Project Site Plan Review that are submitted to the Planning Board, and makes recommendations to the Planning Board and the applicant. The Board reviews plans in conjunction with design criteria established in the Zoning Bylaw and intends to work with applicants to design projects that enhance and contribute to the Town. The Board also reviews applications for permanent signs and makes recommendations to the applicant and the Director of Municipal Inspections.

In 2014 the Design Review Board reviewed 11 applications for permanent signs and the following applications for Site Plan Review:

- 0 East Main St. – New retirement residence at Legacy Farms
- 35 Hayden Rowe – Building addition, HVAC & generator upgrade
- 42 Main St. & 5 Walcott St. – New commercial building
- 81-83 Wood St. – Generator enclosure
- 85 West Main St. – Two commercial buildings
- 97 East Main St. – Two new buildings

The Board also reviewed and commented on three proposed residential projects: 1) Hayden Woods at 215 Hayden Rowe; 2) Forest Ridge at 149 Hayden Rowe; and 3) Hopkinton Mews, Lumber St.

Jeffrey Doherty, Chairman  
Jeanette Thomson  
Gail Fallon  
Sue Ellen Stoddard  
Claire Wright

*Alternate Members:*

Ria McNamara  
Shawn McGuinness

# Department of Public Works

The Department of Public Works (DPW) has the unique honor and opportunity to positively impact residents' lives on a daily basis by providing many of the necessary services on which their lives depend and by which their quality of life is improved. The DPW provides well maintained roads and sidewalks to ensure safe travel; it provides clean, potable water for safe drinking, cooking, and cleaning; it provides for the removal and proper treatment of sewerage to protect public health; it collects municipal solid waste and disposes it in a responsible manner; it collects recyclable materials and ensures they are properly recycled; and it keeps the parks, and cemeteries mowed and beautifully maintained for all to enjoy. All of these responsibilities are carried out by the DPW Team that is experienced,

hard working, and dedicated to the community.

The DPW is comprised of the Administrative Department, the Highway Department, and the Water and Sewer Departments. The DPW is also responsible for Solid Waste and Recycling; maintenance of Cemeteries and Parks; and the Tree Warden. More information about the DPW can be found on our webpage at

<http://www.hopkintonma.gov/home/government/departments/dpw>.

## **REPORT FROM THE DIRECTOR**

This was a year of successes and challenges for the DPW. The DPW was involved in many exciting, important



capital projects which included:

- Construction of sidewalks on Ash and Elm Streets
- Reconstruction of damaged sidewalks on Main and Church Streets
- Completion of the traffic signal at West Main Street at School Street
- Continued design of a new DPW facility
- Design of the replacement of the undersized culvert on Lakeshore Drive
- Upgrade of the Wood Street sewer pump station

The DPW was also involved with the successful application for a MassWorks Grant which brought 5.5 million dollars to the Town. Those funds will be used to complete the design of the Main Street corridor project and the construction of the Legacy Farms North subdivision road.

The DPW managed another successful year of its Pavement Management Plan and completed upgrades and improvements to its roads. That included crack sealing, resurfacing existing roads, and fully reconstructing others. The DPW was able to maintain a good Pavement Condition Index which is a measure of the overall pavement condition throughout town.

The DPW's involvement with the development of the Legacy Farms subdivision continued this year. The DPW worked closely with the developer during the installation of utilities, including lowering and relocating East Main Street and construction of sidewalks on East Main Street.

The following reports from Department Managers highlight many other successes of the DPW. None of these successes would have been possible without the full support of the entire Municipal Team. I thank the Board of Selectmen and the Town Manager, Norman Khumalo, for their leadership and direction. I thank the Administrative Manager, Judi Regan; the Highway Department Manager, Mike Mansir; and the Water/Sewer Department Manager, Eric Carty; for their hard work, support, and dedication. I thank the other dedicated, hard working members of the DPW Team who serve this community every day. I thank the Tree Warden, Paul Gleason; the Recycling Center Coordinator, Paul DiBona; the Town Engineer, Dave Daltorio; and the rest of the staff at the Town Hall for their support of all that the DPW accomplishes. Finally, and most importantly, I thank the residents of Hopkinton for their support and for allowing the DPW to serve this community's public works needs.

Respectfully submitted,

John K. Westerling  
Your Director of Public Works

## HIGHWAY DEPARTMENT

The Highway Department has many responsibilities to the town and its citizens. Some of which include pavement management; drainage system maintenance and repair; storm water management; street sweeping; maintaining cemeteries, parks and recreation areas; plowing and sanding roads, sidewalks, schools and town owned buildings; vehicle and equipment maintenance for several town departments; and much more.

Hopkinton experienced yet another very active winter season. Crews responded to 11 plowable events and 40 sanding events during the 2013-2014 season.

We had another very successful year with our Pavement Management Plan completing approximately \$1 million in road repairs. Twenty roads were crack sealed, seven roads were reclaimed, four roads were rubber chipped and one road was milled and overlaid. ADA compliant ramps were installed in the required locations on some of these roads. We continue to look at and use alternative road maintenance methods in an effort to cover as many miles of road as possible each year and get the most for the money we are given for pavement management.

We continue to work with the court systems Community Service Program that provides manual labor at no cost to the Town. Crews removed 39 bags of trash from along the sides of two different streets. We will continue to work on expanding this program over the coming years.

Approximately 2,600 catch basins throughout the town were cleaned and the material disposed of at a properly licensed facility. This will help ensure our storm water drainage systems are working properly.

Throughout the year Highway Department crews completed many asphalt repairs including berm work, driveway aprons, and localized cutting and paving of bad areas on several streets. Additionally, the Department made many catch basin repairs, mowed and maintained fields, parks and town buildings, swept streets, and replaced many crosswalk signs to help improve pedestrian safety.

I would like to thank Highway Department employees Phil Schiloski, Gerard Berthelette, Jamie Stewart, Chuck

Moore, Paul McLaughlin, Russ Lukey, Dave Armstrong, Paul Riano, Joe Arena, John Bernier, Chris Dagg, Pat McDonnell and Ray Shehata for all of their hard work and dedication. I also want to thank Eric Carty and all of the members of the Water & Sewer Department for their help throughout the year and Judi Regan for her administrative support to the Highway Department.

The Highway Department's goal is to be committed to providing the highest level of service possible to the town and its residents, continue to provide employee training and education, and look for ways to become more efficient in all of our day to day operations.

Respectfully submitted,

Mike Mansir  
Highway Manager

### **SEWER DEPARTMENT**

The Sewer Department staff is responsible for monitoring and maintaining 8 pumping stations along with over 40 miles of sewer pipe. Approximately 40% of the town is serviced by municipal sewer. Daily inspections of the stations are conducted to ensure proper operation. The Department is on call 24 hours a day 365 days a year and responds to numerous emergency calls throughout the year.

Wastewater flows to the town of Westborough for 2014 totaled 88,587,000 gallons; flows to the town of Milford totaled 10,600,000; and flows to the Fruit Street treatment plant were 19,811,000.

The Department is currently working on upgrades to the Wood Street sewer station and has completed a treatment evaluation study. Workers completed many in house repairs and upgrades to save on costs.

The Department continues to work on system efficiencies to help improve operations and costs. The employees take required educational classes for their re-certification in the field and learn about new innovations and equipment in the industry.

Special recognition should also be made to all the other town departments for their continued help and support to the Sewer Department throughout the year, in particular the Water and Highway Departments.

A special thanks goes out to Peter Wright and Jeff Pyne for their continued service and dedication to the town and we wish Jean Scarlata and Louie Mongiat well in their retirement.

Respectfully submitted,

Eric J. Carty  
Water/Sewer Manager

### **WATER DEPARTMENT**

The Water Department staff is responsible for maintaining 8 pumping stations, 3 water tanks, 683 fire hydrants and 65 miles of water main. Approximately 65% of the town is serviced by municipal water. The Department is on call 24 hours a day 365 days a year.

Last year we pumped over 366,000,000 gallons of water. Over 6,000 water meters were read. We have continued with the installation of our new water meter reading and with installation by town employees, a significant cost savings was realized. Over 400 backflow devices were tested as well. Monthly water samples are collected throughout town and tested for bacteria. We are also mandated by the State and Federal government to test for a wide variety of other contaminants in the water. All of our testing meets the State and Federal guidelines. The annual consumer confidence report was again distributed explaining our water sources, the water treatment and the water test results. We have been providing this information to the citizens for several years before the State began mandating it.

The Department dealt with numerous water main breaks due to the prolonged cold and also helped with the major snow fall that was seen in late winter. The Department hosted an in house hydraulics class for the newly required laws for backhoe and loader operation. This class saved the rate and tax payers significant money by hosting it in town.

All of the water storage tanks were inspected and found to be in good working condition. Recommendations for maintenance and future upgrades were presented. Required improvements and cleaning are being scheduled.

A full system leak detection survey was conducted and 6 leaks were found and repaired. The town also had a professional water audit done to help lower unavoidable water loss numbers. The water main on Lorigan road was replaced in house to avoid any further breaks.

We would also like to recognize all of the other town departments that we work with on a daily basis and thank them for their support and help throughout the year, in particular, the Sewer and Highway Departments.

The Department is also committed to continued employee training and education. We will look to continue in house improvements to the system, updating the water meters to a radio read system, and looking at regionalization for future water supplies.

A special thank you goes out to Jean Scarlata, and Louis Mongiat for their many years of service to the town. Both retired this past fall and will be greatly missed! Thank you also to, Mike Fredette, Jed Fennueff, Mat Gogan and Dan Bates for their continued service and dedication to the town.

Respectfully submitted,

Eric J. Carly  
Water/Sewer Manager

#### **TREE WARDEN**

Let me begin by saying that the safety of Hopkinton's citizens is always my first concern. Toward that end, this year's budget was expended on removal of dead and hazardous trees and limbs at various locations throughout town. Also, we were fortunate to take advantage of NSTAR's Hazard Tree Program and get over forty trees removed near electrical wires at no cost to the town.

Time was spent supervising tree crews working for NSTAR on twenty plus miles of circuits as they performed maintenance pruning around electrical conductors.

Several hearings were held, both jointly with the Planning Board and individually, as Tree Warden to decide on tree removals for such things as traffic signals and side walk construction.

During 2014, the Tree Warden cooperated with other town departments such as Parks and Recreation and Conservation Commission. Six dying trees were removed at Mt. Auburn Cemetery to assist the Cemetery Commission.

The Asian Longhorn Beetle has been eradicated in Boston and the quarantine around Worcester continues. The newest threat we face is the Emerald Ash Borer - this insect can kill an ash tree in two years. It is largely dispersed by movement of firewood in which it resides. It has been found in four locations in the state: Dalton in the west, Boston, and two locations near Lawrence. It is fair to assume that it could be anywhere else in the state but it just has not been noticed yet. If you own an Ash tree, I advise you to contact a local Arborist if you see any insects or signs of insects.

Thank you for the privilege of being the Tree Warden of Hopkinton.

Respectfully submitted,

Paul Gleason  
Tree Warden

## Elementary School Building Committee

***Mission: To facilitate the development of a proposed solution to the operational and educational constraints of Center School that will be supported by the voters of Hopkinton, as well as the MSBA***

***Operating principles: Be transparent. Be open. Be thorough and methodical. Engage the community.***

***Accomplishments over the past year:*** The Elementary School Building Committee (ESBC) is working with the Massachusetts School Building Authority (MSBS) to address the constraints at Center School; Town Meeting in May, 2013, unanimously voted to authorize \$600,000 for Center School Feasibility Study. During 2014, the Elementary School Building Committee completed

MSBA module 1 (Eligibility Period), MSBA Module 2 (Forming the Project Team), and initiated Module 3 (Feasibility Study), culminating in a final site selection in March, 2015. Significant activities over the past year include:

- *March, 2014: The MSBA invited Hopkinton to the Feasibility Phase.*
- *April, 2014: The ESBC initiated a request for services for an Owner's Project Manager (OPM), a required role for MSBA school building projects.*
- *July 2014: After a rigorous, methodical and well documented interview process, the ESBC selected Medfield based Compass Project Management as the OPM for the project. With*

*Compass on board, the ESBC initiated a request for services for a Design Partner.*

- *October, 2014: The ESBC participated with the 16 member MSBA Designer Selection Panel in selecting Drummey, Rosane, Anderson (DRA) as the design partner for the project.*
- *November, 2014: The ESBC hosted a community listening workshop to aid in documentation of community priorities and evaluation criteria related to the project.*
- *December, 2014: The ESBC worked with Compass and DRA to compile a list of potential sites to evaluate for feasibility, and DRA developed 11 "preliminary test-fit" evaluations.*
- *January, 2014: The ESBC hosted a second community workshop focused on share and gather feedback on ESBC evaluation the 11 test fit depictions.*
- *February, 2014: The ESBC voted the top 3 short listed sites for further due diligence, the Center School Property with abutting 25 Ash Street, Irvine Property and Todaro property, and submitted a Preliminary Design Report, including the district's Educational Program Plan, to the MSBA.*
- *March, 2014: The ESBC selected its preferred site alternative, with endorsement from the Board of Selectmen and School Committee, and submitted the vote to the MSBA.*

**Community engagement:** *Constructive engagement of the Hopkinton community to ensure understanding and execution of a plan that will be met positively by Town Meeting continues to be an important focus of the ESBC's work. The ESBC has endeavored not only to meet but to exceed by far the minimum standards required under Massachusetts Open Meeting Law. Significant community engagement examples include:*

- *The ESBC met 24 times from January 2014 through February 2015, with each meeting posted and open to the public*
- *Community input is the first item listed on the agenda for each meeting, and the ESBC encourages citizen participation throughout the meeting.*
- *The ESBC has aimed to draft, approve and post minutes for each meeting at the very next meeting to ensure information is released in as timely a manner as possible*
- *The ESBC has created a project specific web*

*site <http://hopkintonschoolproject.com>, which is fully integrated with the <http://www.HopkintonMa.gov> website.*

- *Press releases announcing significant milestones*
- *Use of <http://www.HopkintonMa.gov> for important documents, notifications and alerts features*
- *Hopkinton School Project page on FaceBook, with over 350 members as of February, 2015*
- *Use of Twitter for important meeting alerts and progress updates*
- *Well-advertised and well-attended community workshops, November 22, 2014 at the Senior Center, January 24, 2015 at the Middle School library, and March 7<sup>th</sup> at the Center School*
- *Use of [SchoolProject@HopkintonMa.gov](mailto:SchoolProject@HopkintonMa.gov), for community questions and feedback*
- *Hopkinton Public Library hosted an ESBC site evaluation exhibit through the month of January.*
- *Use of community access cable (HCAM.tv) for live broadcast, online interactive community participation, and replay of ESBC meetings.*
- *The monthly "ESBC Update" program on <http://HCAM.tv/esbc>, a special HCAM program dedicated to providing monthly updates about ESBC progress.*
- *Participation in the HCAM "Actions Taken" program to describe key actions and votes after each ESBC meeting*

**Upcoming Activities:** *After considerable community outreach, deliberation in public meetings and consultation with the MSBA, the ESBC has identified a preferred site for constructing a new school building to meet the needs of Hopkinton's pre-K through 1<sup>st</sup> grade students. Article # seeks Town Meeting's approval to acquire land needed to move forward with a solution at this site. Main activities over the coming year include:*

- *Site acquisition at May 2015 Town Meeting*
- *Completion of schematic design at preferred site, to be completed over the Summer, 2015*
- *Project funding request at Fall 2015 Town Meeting*
- *The ESBC would then proceed through a detailed project design and planning*
- *Construction would begin in 2016, with earliest possible completion in 2017*

# Engineering/Facilities Department

The mission of the Engineering/Facilities Department is to maintain oversight of all Town capital design and construction projects as well as providing engineering and facilities support to all other Town Departments. The Department has been leading the effort for developing the Town GIS Program along with IT Department, for tracking town building energy use, meeting Green Community requirements, providing engineering assistance as requested by all departments and/or boards/committees, for maintaining town assets and for providing safe and healthy environment for the public and town staff.

Responsibilities include participation with all the building committees throughout their project development and as direct staff support for the Permanent Building. We assist all committees and departments in designer selection, bidding, value-engineering, contractor selection, and provide on-site Clerk-of-Works quality assurance services for Town Capital Projects through Department of Public Works, Town Manager's Office and any other Department Capital Projects. We are responsible for annual maintenance contracts for Town Hall, DPW, Police, Fire, Library and the Senior Center.

The Department Director is the Town Engineer/Facilities Coordinator and reports directly to the Town Manager. The Director has bi-weekly meetings with the Town

Manager to provide an update of ongoing projects and initiatives. The Town Manager provides beneficial guidance and advice on delivering successful capital projects and running an efficient department.

As summary of Capital projects and studies completed during this fiscal year were the Permanent Building Committee Project Reviews, Green Community Energy Efficiency Upgrades at the Town Hall and Police Station, Wood Street Pump Station Design (coordination with DPW), miscellaneous ADA Upgrades, reviews for Land Use Department and Conservation Commission and construction oversight of the Town Hall Envelope Phase I Project.

A summary of Capital Projects currently underway are Downtown Corridor Project, Town/School Building ADA Upgrades, Town Hall Phase II Building Envelope Projects, Sandy Beach Design (in coordination with the Parks and Recreation Department), Streetlight Replacement, Expansion of the Library, Elementary School Feasibility Study and continued improvements to the GIS System.

Respectfully submitted,

David T. Daltorio, P.E.  
Town Engineering/Facilities Director

# Finance Department

Article 5 of the Hopkinton Town Charter establishes the Department of Finance, with the charge of coordinating all financial services and activities and provides assistance to all departments in any matter related to finance. Reporting to the Town Manager, the Finance Director is responsible for oversight of the Town's financial functions, primarily including accounting, revenue collections, treasury management, and assessing.

The Charter requires that the Finance Director serve as Town Accountant. Pursuant to Chapter 41, Section 57 of

Massachusetts General Laws (MGL), the town accountant is responsible for maintaining the Town's financial records such as appropriations, revenues and expenditures, and debt schedules. This information is made available to the public through several reports, including the audited financial statements and other financial reports. The town accountant is also responsible for maintaining custody of all contracts.

The office is also responsible for maintaining adequate internal controls for the Town's finances. Per MGL Chapter 41, Section 56, this includes the examination of



all accounts payable invoices and payrolls to be sure they are correct and properly approved. When verified, accounting draws a warrant on the treasury for payments, which are disbursed by the Town Treasurer after being approved by the Town Manager.

As of this submission, the Fiscal 2014 annual town audit is underway, and the balance sheet is under development for submission to the Department of Revenue for certification of free cash in advance of Annual Town Meeting.

The department has been very busy with the implementation of MUNIS, the Town's new financial software package. This has included in-sourcing the Town's payroll service, updating the chart of accounts, and training users in all departments. Departments' annual budget requests are now entered in MUNIS, and we plan to work with departments to implement additional modules such as project accounting, billing and revenue collections, human resources, and employee self-service.

In addition, we are planning initiatives to enhance the department's communication and reporting to the taxpayers. These include increased use of social media, developing budget and financial reports within standards established by the Government Finance Officers Association, and an interactive online tool to visually represent how user's tax dollars are allocated.

I would like to personally thank the staff in the Finance

Department for their commitment and hard work, in particular, Assistant Town Accountant Janet MacKay, Treasurer/Collector Maureen Dwinnell, and Principal Assessor John Neas. In addition, to give thanks and recognition for my predecessors, the Town's former Finance Director Christopher Ketchen, former Interim Finance Director Suzanne Marchand, and the Town's former Principal Assessor Robert Bushway. Finally, thanks to Town Manager Norman Khumalo and the Board of Selectmen, the Board of Assessors, Appropriations Committee, Capital Improvements Committee, and all other department heads and committees for their support and contributions to thoughtful financial planning for the Town of Hopkinton.

The pages that follow contain FY 2014 financial statements for the Town of Hopkinton. These statements include the following:

Statement of Indebtedness  
Expenditure Report for Budgeted Funds-General Fund  
Expenditure Report for Budgeted Funds-Sewer and Water  
Revenue/Expenditure Reports for All Special Revenue, Capital Project, and Trust and Agency Funds  
Cash Receipt Report for all Funds

Respectfully submitted,

Chris Howell  
Finance Director

**Massachusetts Department of Revenue, Division of Local Services  
Bureau of Accounts ~ Automated Statement of Indebtedness**

City/Town/District of :		HOPKINTON		FY2014	
Long Term Debt Inside the Debt Limit	Outstanding July 1, 2013	+ New Debt Issued	- Retirements	= Outstanding June 30, 2014	Interest Paid in FY2014
Buildings	6,492,500.00	2,385,000.00	640,000.00	8,237,500.00	269,248.00
Departmental Equipment	790,000.00	1,136,500.00	275,000.00	1,651,500.00	23,300.00
School Buildings	0.00	0.00	0.00	0.00	0.00
School - All Other	192,000.00	0.00	97,000.00	95,000.00	5,502.00
Sewer	16,786,859.11	165,000.00	1,260,776.20	15,691,082.91	388,896.41
Solid Waste				0.00	
Other Inside	5,900,940.14	795,000.00	869,604.70	5,826,335.44	180,221.15
<b>SUB - TOTAL Inside</b>	<b>\$30,162,299.25</b>	<b>\$4,481,500.00</b>	<b>\$3,142,380.90</b>	<b>\$31,501,418.35</b>	<b>\$867,167.56</b>
Long Term Debt Outside the Debt Limit	Outstanding July 1, 2013	+ New Debt Issued	- Retirements	= Outstanding June 30, 2014	Interest Paid in FY2014
Title V	1,061,956.00	0.00	74,241.00	987,715.00	0.00
Gas/Electric Utility				0.00	
Hospital				0.00	
School Buildings	18,019,000.00	1,183,794.00	2,905,500.00	16,297,294.00	500,233.00
Sewer				0.00	
Solid Waste				0.00	
Water	2,948,759.00	871,000.00	379,333.00	3,440,426.00	99,422.00
Other Outside				0.00	
<b>SUB - TOTAL Outside</b>	<b>\$22,029,715.00</b>	<b>\$2,054,794.00</b>	<b>\$3,359,074.00</b>	<b>\$20,725,435.00</b>	<b>\$599,655.00</b>
<b>TOTAL Long Term Debt</b>	<b>\$52,192,014.25</b>	<b>\$6,536,294.00</b>	<b>\$6,501,454.90</b>	<b>\$52,226,853.35</b>	<b>\$1,466,822.56</b>
Short Term Debt	Outstanding July 1, 2013	+ Issued	- Retired	= Outstanding June 30, 2014	Interest Paid in FY2014
RANs - Revenue Anticipation				0.00	
BANs - Bond Anticipation:				0.00	
Fund 61 Water Main	860,000.00		860,000.00	0.00	2,257.68
Fund 60 Sewer	385,339.00		385,339.00	0.00	3,329.53
FUND 28		332,000.00	332,000.00	0.00	
Fund 30 Other BANs		2,458,794.00	2,078,794.00	380,000.00	12,101.70
SANs - State Grant Anticipation	679,000.00	0.00	679,000.00	0.00	
FANs - Federal Gr. Anticipation				0.00	
Other Short Term Debt					
<b>TOTAL Short Term Debt</b>	<b>\$1,924,339.00</b>	<b>\$2,790,794.00</b>	<b>\$4,335,133.00</b>	<b>\$380,000.00</b>	<b>\$17,688.91</b>
<b>GRAND TOTAL All Debt</b>	<b>\$54,116,353.25</b>	<b>\$9,327,088.00</b>	<b>\$10,836,587.90</b>	<b>\$52,606,853.35</b>	<b>\$1,484,511.47</b>

**GENERAL FUND**

PERSONAL PROPERTY TAXES 2011	12,559.70
PERSONAL PROPERTY TAXES 2012	53,623.55
PERSONAL PROPERTY TAXES 2013	75,224.54
PERSONAL PROPERTY TAXES 2014	1,869,963.97
REAL ESTATE TAXES 2008	1,436.14
REAL ESTATE TAXES 2010	1,005.21
REAL ESTATE TAXES 2011	6,829.65
REAL ESTATE TAXES 2012	1,584.34
REAL ESTATE TAXES 2013	(37,790.65)
REAL ESTATE TAXES 2014	48,400,690.86
REAL ESTATE TAXES 2015	47,065.06
REAL ESTATE TAXES PRIOR YEARS	(9,375.64)
DEFERRED PROPERTY TAXES	300.00
ABATEMENTS AND EXEMPTIONS	-
TAX LIENS REDEEMED	555,816.13
MOTOR VEHICLE EXCISE 2008	294.59
MOTOR VEHICLE EXCISE 2009	463.96
MOTOR VEHICLE EXCISE 2010	693.45
MOTOR VEHICLE EXCISE 2011	1,088.35
MOTOR VEHICLE EXCISE 2012	8,562.26
MOTOR VEHICLE EXCISE 2013	357,967.59
MOTOR VEHICLE EXCISE 2014	2,297,555.59
MOTOR VEHICLE EXCISE PRIOR YEARS	975.53
PENALTIES & INTEREST PROPERTY TAXES	61,827.48
PENALTIES & INTEREST EXCISE TAXES	10,146.26
PENALTIES & INTEREST TAX LIENS	142,959.21
PAYMENTS IN LIEU OF TAXES	134,464.22
CABLE FRANCHISE FEE	7,591.29
BIRTH CERTIFICATES	1,209.00
MARRIAGE CERTIFICATES	1,567.00
DEATH CERTIFICATES	640.00
DOG LICENSE LATE FEE	1,645.00
DEMAND FEES	33,923.00
WARRANT FEES	9,530.00
MUNICIPAL LIEN CERTIFICATES	30,185.00
RETURNED CHECK FEES	450.00
TREAS COLL FEES	11,663.57
FILING FEES	13,730.00
ACCIDENT REPORTS	1,628.58
FIREARMS ID CARDS	675.00
OFF DUTY DETAIL ADMIN FEES	32,405.50
26F INSPECTION FEES	2,217.50
OIL BURNER INSPECTION FEES	180.00
OCCUPANCY INSPECTION FEES	4,437.50
PLAN REVIEW FEES	10,310.80
TRUSS CONST SIGN PERMIT FEES	190.00
BUILDING INSPECTION FEES	104,616.00
WIRING INSPECTION FEES	465.00
SEALER WEIGHTS & MEASURES FEES	11,262.00
DOG PICKUP FEES	318.00
GRAVE OPENINGS	27,355.00
COPY FEES	169.31
SALE OF MAPS	365.00
SALE OF BOOKS	10,163.41
SALE OF ZONING BY LAW BOOKS	70.00
SALE OF ABSTRACTS	1,743.00
SALE OF EXTRACTS	115.00
SALE OF REPORTS	45.00
MISCELLANEOUS DEPARTMENT FEES	7,730.46
OTHER DEPT REVENUE BUDGET	(5,161.57)
MISC OTHER DEPT REVENUE	16,974.04
COMMON VICTUALER ALL ALCOHOLIC	25,760.00
ONE DAY LIQUOR LICENSE	21,125.00
COMMON VICTUALLERS LICENSE	750.00
CLASS II LICENSE	100.00
FIREARMS DEALERS LICENSES	2,212.50
DOG LICENSES	20,602.80
RAFFLE PERMITS	100.00
DBA CERTIFICATES	1,880.00
STORAGE PERMITS	2,200.00
PISTOL PERMITS	2,037.50
PEDDLING SOLICITING PERMITS	60.00
STORAGE PERMITS	505.00
SYSTEM SHUTDOWNS PERMITS	635.00
ROAD OPENING PERMITS	1,650.00
DRIVEWAY OPENING PERMITS	450.00
TRENCH PERMITS	1,300.00
MISCELLANEOUS PERMITS	30,422.50
MEDICAID REIMBURSEMENT	19,049.09
LOSS OF TAXES STATE OWNED LAND	309,541.00
ABATEMENTS VETERANS BLIND ELDERLY	35,176.00
CHAPTER 70 SCHOOL AID	5,239,825.00
CHAPTER 71 SCHOOL TRANSPORTATION	8,122.00
SCHOOL CONSTRUCTION MSBA	1,487,086.00
VETERANS BENEFITS	15,874.00
UNRESTRICTED GENERAL GOVERNMENT AID	680,140.00
CHARTER TUITION REIMBURSEMENTS	42,255.00
HOMELESS TRANSPORTATION	5,805.00

COURT FINES	17,800.00
WINTER STORM REIMBURSEMENT	99,699.41
MEDICAL ASSISTANCE REIMBURSEMENT	4,884.21
MOTOR VEHICLE EXCISE REIMBURSEMENT	111,122.80
NON CRIMINAL BY LAW FINES	650.00
PARKING FINES	5,810.00
SALE OF REAL ESTATE	17,700.00
EARNINGS ON INVESTMENTS	27,453.25
OTHER MISC REVENUE	1,548.44
MISC NON RECURRING BUDGET	(2,238.12)
<b>1000 GENERAL FUND</b>	<b>62,575,433.12</b>

**SCHOOL LUNCH**

SCHOOL LUNCH STUDENT FEES	708,670.24
SCHOOL LUNCH PROGRAM	119,211.12
<b>2200 SCHOOL LUNCH</b>	<b>827,881.36</b>

**COMMUNITY PRESERVATION FUND**

PROPERTY TAXES CPA 2008	7.64
PROPERTY TAXES CPA 2010	9.37
PROPERTY TAXES CPA 2011	122.95
PROPERTY TAXES CPA 2012	19.94
PROPERTY TAXES CPA 2013	98.94
PROPERTY TAXES CPA 2014	778,265.37
PROPERTY TAXES CPA 2015	954.59
PROPERTY TAXES CPA PRIOR YEARS	17.16
PENALTIES INT PROP TAXES CPA	88.22
COMMUNITY PRESERVATION REVENUE STATE SHARE	390,679.00
EARNINGS ON INVESTMENTS	3,666.88
<b>2400 COMMUNITY PRESERVATION FUND</b>	<b>1,173,930.06</b>

**FEDERAL GRANTS FUND**

DPW FEMA GRANT	1,323.16
<b>2500 FEDERAL GRANTS FUND</b>	<b>1,323.16</b>

**FEDERAL EDUCATION GRANTS FUND**

2014 SP EARLY CHILDHOOD PROGRAM IMPROVEMENT	2,900.00
2014 SP EARLY CHILDHOOD	16,570.85
2014 94-142 TRANSITION	1,762.00
2013 SP IDEA	106,821.00
2014 SP IDEA	563,384.00
2014 SP PROGRAM IMPROVEMENT	14,680.00
2013 TITLE I	19,415.00
2014 TITLE I	32,549.00
2013 TITLE IIA	20,002.00
2014 TITLE IIA	15,287.00
<b>2550 FEDERAL EDUCATION GRANTS FUND</b>	<b>793,370.85</b>

**STATE GRANTS FUND**

ELMWOOD FARM PROJECT	400,000.00
MA PRESERVATION PROJECT	20,000.00
ELECTION EXTRA HOURS	10,312.00
POLICE EOPSS	44,927.28
ACP COMPETITIVE DOER GRANT	78,396.00
CURBSIDE RECYCLING	1,377.00
SUSTAINABLE WATER MANAGEMENT INITIATIVE	43,037.09
BAY PATH SENIORS	2,886.50
EOEA FORMULA GRANT	15,454.24
SENIOR CITIZENS TRANSPORTATION	30,000.00
STATE AID TO LIBRARIES	11,335.68
CULTURAL COUNCIL	4,263.66
<b>2600 STATE GRANTS FUND</b>	<b>661,989.45</b>

**STATE EDUCATION GRANTS FUND**

2014 TRANS FDK	20,000.00
2014 MS METROWEST	9,916.70
2014 ACADEMIC SUPPORT	6,900.00
2014 FOUNDATION RESERVE	11,000.00
<b>2650 STATE EDUCATION GRANTS FUND</b>	<b>47,816.70</b>

**RECEIPTS RESERVED FOR APPROPRIATION**

CONSERVATION COMMISSION WETLANDS	7,930.00
SEALER OF WEIGHTS & MEASURES	1,750.00
SALE OF CEMETERY LOTS	3,840.00
<b>2700 RECEIPTS RESERVED FOR APPROPRIATION</b>	<b>13,520.00</b>

**REVOLVING FUNDS**

EMERGENCY MEDICAL SERVICES FEES	453,921.33
BUILDING FEES	228,014.84
PLUMBING & GAS FEES	52,310.00
WIRING FEES	43,108.00
WCD TRASH BAG FEES	3,500.00
RECYCLING FEES	2,738.00
BOARD OF HEALTH INSPECTION FEES	84,725.00
FIRE HAZMAT FEES	17,118.16
POLICE FEES	120.00
SELECTMEN INSURANCE REIMBURSEMENT UNDER \$20K	21,088.70
POLICE INSURANCE REIMBURSEMENT UNDER \$20K	1,077.98

CONSERVATION COMMISSION FEES	45,733.00
CONSERVATION COMMISSION EMERALD	23.95
PLANNING BOARD FEES	29,637.58
PLANNING BOARD CONSULTANTS	39,900.98
ZONING BOA FEES	39,623.04
ZONING BOA CONSULTANTS	29,900.00
BOARD OF HEALTH CONSULTANTS	10.74
LIBRARY LOST MAT FINES	6,163.57
CELEBRATIONS	52,314.14
HIGHWAY FEES ROAD PERMITS	3,375.00
SENIOR/DISABLED FUND	1,780.01
<b>2800 REVOLVING FUNDS</b>	<b>1,156,184.02</b>

#### REVOLVING FUNDS EDUCATION

DRAMA REVOLVING MS	25,313.64
DRAMA REVOLVING HS	11,036.00
PARKING REVOLVING HS	58,039.50
ADULT EDUCATION	29,216.00
ATHLETIC REVOLVING HS	256,524.86
ATHLETIC CLUB HS	124,506.20
TUITION INTERNATIONAL STUDIES	196,300.00
TUITION PRE K	110,057.26
TUITION FULL DAY K	247,925.00
BUS FEES	270,372.50
BUILDING USE	149,132.42
LAPTOP INITIATIVE	178,143.42
SCHOOL INSURANCE REIMBURSEMENT UNDER \$20K	30,000.90
LOST BOOKS CENTER SCHOOL	170.26
LOST BOOKS ELMWOOD SCHOOL	259.22
LOST BOOKS HOPKINS SCHOOL	460.66
LOST BOOKS MIDDLE SCHOOL	895.82
LOST BOOKS HIGH SCHOOL	1,572.99
LOST BOOKS CENTRAL OFFICE	33.61
CIRCUIT BREAKER SPED	869,157.00
<b>2850 REVOLVING FUNDS EDUCATION</b>	<b>2,559,117.26</b>

#### OTHER SPECIAL REVENUES FUND

BAA FUNDS GIFT ACCOUNT	118,000.00
COMCAST PEG/INET GIFT ACCOUNT	60,000.00
AUXILIARY POLICE GIFT ACCOUNT	250.00
DARE PROGRAM GIFT ACCOUNT	14,000.00
PELOQUIN FIRE GIFT ACCOUNT	12,250.00
EMS GIFT ACCOUNT	2,505.00
PELOQUIN COA \$35K GIFT ACCOUNT	12,250.00
PELOQUIN COA \$4K GIFT ACCOUNT	1,400.00
SENIOR CTR EXERCISE PRG GIFT ACCOUNT	15,000.00
LIBRARY BUILDING FUND GIFT ACCOUNT	41.00
LIBRARY GIFT ACCOUNT	3,080.00
PELOQUIN LIBRARY GIFT ACCOUNT	5,250.00
<b>2900 OTHER SPECIAL REVENUES FUND</b>	<b>244,026.00</b>

#### OTHER SPECIAL REVENUES FUND EDUCATION

CENTER SCHOOL GIFT ACCOUNT	5,414.80
ELMWOOD SCHOOL GIFT ACCOUNT	17,766.99
HOPKINS SCHOOL GIFT ACCOUNT	31,588.88
MIDDLE SCHOOL GIFT ACCOUNT	155,703.85
HIGH SCHOOL GIFT ACCOUNT	44,311.41
HOPKINTON PTA GIFT ACCOUNT	10,080.00
CENTRAL OFFICE GIFT ACCOUNT	48,599.68
<b>2950 OTHER SPECIAL REVENUES FUND EDUCATION</b>	<b>313,465.61</b>

#### TITLE V SEPTIC LOAN PROGRAM

COMMITTED INTEREST TITLE V	11,002.39
TITLE V LOAN PROGRAM	30,038.52
<b>2990 TITLE V SEPTIC LOAN PROGRAM</b>	<b>41,040.91</b>

#### CAPITAL PROJECTS FUND

PROCEEDS FROM SALE OF BONDS	3,809,500.00
PREMIUMS FROM SALE OF BONDS	180,540.91
<b>3100 CAPITAL PROJECTS FUND</b>	<b>3,990,040.91</b>

#### CAPITAL PROJECTS SCHOOLS

PROCEEDS FROM SALE OF BONDS	2,162,588.00
<b>3200 CAPITAL PROJECTS SCHOOLS</b>	<b>2,162,588.00</b>

#### CAPITAL PROJECTS SEWER ENTERPRISE FUND

PROCEEDS FROM SALE OF BONDS	780,000.00
PREMIUMS FROM SALE OF BONDS	15,936.67

**3300 CAPITAL PROJECTS SEWER ENTERPRISE FUND 795,936.67**

#### CAPITAL PROJECTS WATER ENTERPRISE FUND

PROCEEDS FROM SALE OF BONDS	871,000.00
PREMIUMS FROM SALE OF BONDS	22,570.47
<b>3400 CAPITAL PROJECTS WATER ENTERPRISE FUND</b>	<b>893,570.47</b>

#### HIGHWAY IMPROVEMENTS FUNDS

PUBLIC WORKS PROJECT GRANT REIMBURSEMENT	773,147.80
<b>3900 HIGHWAY IMPROVEMENTS FUND</b>	<b>773,147.80</b>

#### SEWER ENTERPRISE FUND

PENALTIES & INTEREST UTILITY USAGE	10,331.30
UTILITY USAGE CHARGES SEWER	1,522,152.30
UTILITY USAGE ADDED TO TAXES	58,422.74
CONNECTION FEES	1,325.00
SPECIAL ASSESSMENTS PHASE 1	200.00
SPECIAL ASSESSMENTS PHASE 2	6,616.97
SPECIAL ASSESSMENTS PHASE 3	10,800.00
SPECIAL ASSESSMENTS PHASE 4	11,705.00
SPECIAL ASSESSMENTS PHASE 5	226,658.71
SPECIAL ASSESSMENTS PHASE 6	485,082.26
APPORTIONED ASSESSMENTS NOT YET DUE	326,954.80
COMMITTED INTEREST PHASE 1	16.00
COMMITTED INTEREST PHASE 2	589.19
COMMITTED INTEREST PHASE 3	1,478.00
COMMITTED INTEREST PHASE 6	349,974.27
MISCELLANEOUS UTILITY FEES	395.00
<b>6000 SEWER ENTERPRISE FUND</b>	<b>3,012,701.54</b>

#### WATER ENTERPRISE FUND

PENALTIES & INTEREST UTILITY USE	4,058.69
UTILITY USAGE CHARGES WATER	1,392,206.77
UTILITY USAGE ADDED TO TAXES	34,805.99
HYDRANT RENTAL	228,300.00
CONNECTION FEES	99,318.00
SPECIAL ASSESSMENTS	977.39
MISCELLANEOUS UTILITY FEES	28,586.00
<b>6100 WATER ENTERPRISE FUND</b>	<b>1,788,252.84</b>

#### PARKS & RECREATION ENTERPRISE FUND

FIELD USAGE CHARGES	16,235.00
FRUIT ST USAGE CHARGES	35,400.00
PROGRAM CHARGES	337,549.04
BOAT PERMITS	460.00
<b>6200 PARKS &amp; RECREATION ENT FUND</b>	<b>389,644.04</b>

#### NON EXPENDABLE TRUST FUNDS

CEMETERY PERPETUAL CARE	7,300.00
<b>8100 NON EXPENDABLE TRUSTS FUNDS</b>	<b>7,300.00</b>

#### EXPENDABLE TRUST FUNDS

AFFORDABLE HOUSING	47,295.06
H CARVER MEM OFF PHIL	3.34
LAW ENFORCEMENT	13.05
CONGALVES SCHOLARSHIP	122.57
DICKERMAN SCHOLARSHIP	2.64
LEO TOUZHIAN SCHOLARS	0.62
MARY ROCHE RECOGNITION	125.21
WHITE SCHOLARSHIP	264.83
COMEY MEMORIAL CHAPEL	107.36
CEMETERY PERPETUAL CARE	1,838.59
B MCGOVERN LIBRARY	191,112.35
CHARLES CLAFLIN COMMON	240.11
CHAS MARY HOLMAN COMMON	141.65
HISTORICAL	5.58
<b>8200 EXPENDABLE TRUST FUNDS</b>	<b>241,272.96</b>

#### STABILIZATION FUND

STABILIZATION EARNINGS ON INVESTMENT	42,864.64
<b>8300 STABILIZATION FUND</b>	<b>42,864.64</b>

#### CAPITAL STABILIZATION FUND

CAPITAL STABILIZATION EARNINGS ON INVESTMENT	1,225.21
<b>8400 CAPITAL STABILIZATION FUND</b>	<b>1,225.21</b>

#### CONSERVATION FUND

CONSERVATION EARNINGS ON INVESTMENT	154.46
<b>8600 CONSERVATION FUND</b>	<b>154.46</b>

#### OPEB TRUST FUND

OPEB TRUST EARNINGS ON INVESTMENT	11,770.23
<b>8700 OPEB TRUST FUND</b>	<b>11,770.23</b>

#### STUDENT ACTIVITIES

STUDENT ACTIVITIES ELMWOOD	11,627.37
STUDENT ACTIVITIES HOPKINS	22,483.17
STUDENT ACTIVITIES HIGH SCHOOL	278,035.17
STUDENT ACTIVITIES MIDDLE SCHOOL	153,320.91
<b>8800 STUDENT ACTIVITIES FUND</b>	<b>465,466.62</b>

ENTERPRISE FUNDS		ORIGINAL	REVISED	ENCUMBE		
DEPARTMENT / ACCOUNT		APPROPRIATION	BUDGET	EXPENDED	RED	% USED
440 SEWER DEPARTMENT						
SALARIES FULL TIME		-	-	50,915.50	-	100.0%
WAGES HOURLY		99,823.00	99,823.00	58,947.72	-	59.1%
OVERTIME		45,000.00	45,000.00	36,626.96	-	81.4%
ELECTRICITY		193,000.00	193,000.00	132,587.66	-	68.7%
HEATING OIL		700.00	700.00	335.41	-	47.9%
WASTEWATER FACILITY USAGE		696,000.00	696,000.00	320,739.28	-	46.1%
REPAIR/MAINT VEHICLES & EQUIPMENT		-	-	2,545.38	-	100.0%
REPAIR/MAINT ALARM SYSTEMS		5,500.00	5,500.00	13,845.88	-	251.7%
REPAIR/MAINT WASTEWATER TREATMENT		32,000.00	39,177.50	29,821.62	-	76.1%
RENT/LEASE DEPARTMENTAL EQUIPM		5,000.00	5,000.00	5,894.13	-	117.9%
CONTRACTED SERVICES FRUIT ST		57,000.00	63,601.95	120,242.54	-	189.1%
LEGAL		11,000.00	11,000.00	49,658.48	-	451.4%
TELEPHONE		1,000.00	1,210.86	306.31	-	25.3%
POSTAGE		250.00	250.00	-	-	0.0%
MISC OFFICE SUPPLIES		1,500.00	1,500.00	4,384.71	-	292.3%
MISC VEHICULAR SUPPLIES		4,000.00	4,000.00	345.95	-	8.6%
TREATMENT CHEMICALS		16,000.00	16,000.00	1,661.01	-	10.4%
MISC PUBLIC WORKS SUPPLIES		19,000.00	19,000.00	61,996.48	-	326.3%
UNIFORMS & OTHER CLOTHING		600.00	600.00	1,630.14	-	271.7%
DUES & MEMBERSHIPS		2,000.00	2,000.00	4,603.89	-	230.2%
ADMINISTRATIVE COSTS		8,000.00	8,000.00	18,978.00	-	237.2%
440 SEWER DEPARTMENT		1,197,373.00	1,211,363.31	916,067.05	-	75.6%
450 WATER DEPARTMENT						
SALARIES FULL TIME		-	-	93,577.12	-	100.0%
WAGES HOURLY		255,865.00	255,865.00	172,273.07	-	67.3%
OVERTIME		48,000.00	48,000.00	48,700.40	-	101.5%
ELECTRICITY		146,000.00	146,000.00	112,775.51	-	77.2%
HEATING OIL		10,000.00	10,000.00	7,712.45	-	77.1%
WATER USAGE ASHLAND		235,000.00	283,988.99	239,979.74	-	84.5%
REPAIR/MAINT VEHICLES & EQUIPMENT		5,000.00	5,000.00	10,272.03	-	205.4%
REPAIR/MAINT MISC DEPARTMENTAL EQPMT		40,000.00	40,000.00	24,205.18	-	60.5%



DEPARTMENT / ACCOUNT	ORIGINAL APPROPRIATION	REVISED BUDGET	EXPENDED	ENCUMBE RED	UNEXPENDED	% USED
LEGAL	2,500.00	2,500.00	3,012.50	817.50	(1,330.00)	153.2%
ADVERTISING	1,000.00	1,000.00	-	-	1,000.00	0.0%
ARCHITECTURAL & ENGINEERING SERVICES	17,000.00	17,855.88	27,587.56	-	(9,731.68)	154.5%
WATER TESTING	11,000.00	11,000.00	9,747.67	-	1,252.33	88.6%
TELEPHONE	4,000.00	4,000.00	8,649.55	-	(4,649.55)	216.2%
POSTAGE	3,500.00	3,500.00	3,303.84	-	196.16	94.4%
MISC OFFICE SUPPLIES	3,000.00	3,000.00	2,984.85	-	15.15	99.5%
BUILDING REPAIR/MAINT SUPPLIES	3,000.00	3,000.00	1,320.07	-	1,679.93	44.0%
MISC VEHICULAR SUPPLIES	7,000.00	7,000.00	11,911.97	-	(4,911.97)	170.2%
TREATMENT CHEMICALS	45,000.00	45,000.00	29,756.53	-	15,243.47	66.1%
HYDRANTS	21,000.00	21,000.00	-	-	21,000.00	0.0%
WATER METERS	25,000.00	25,000.00	46,483.44	-	(21,483.44)	185.9%
MISC PUBLIC WORKS SUPPLIES	35,000.00	35,000.00	91,704.54	-	(56,704.54)	262.0%
TECHNOLOGY SUPPLIES	2,000.00	2,000.00	3,725.09	-	(1,725.09)	186.3%
UNIFORMS & OTHER CLOTHING	2,500.00	2,500.00	2,554.28	-	(54.28)	102.2%
CONFERENCES	-	-	657.00	-	(657.00)	100.0%
DUES & MEMBERSHIPS	5,000.00	5,000.00	9,192.66	-	(4,192.66)	183.9%
ADMINISTRATIVE COSTS	1,600.00	1,600.00	-	-	1,600.00	0.0%
ASHLAND PLANT DEBT	70,000.00	70,000.00	71,540.85	-	(1,540.85)	102.2%
<b>450 WATER DEPARTMENT</b>	<b>998,965.00</b>	<b>1,048,809.87</b>	<b>1,033,627.90</b>	<b>817.50</b>	<b>14,364.47</b>	<b>98.6%</b>
<b>630 PARKS &amp; RECREATION</b>						
SALARIES PART TIME	67,000.00	67,000.00	25,970.29	-	41,029.71	38.8%
WAGES HOURLY	42,210.21	42,210.21	30,593.47	-	11,616.74	72.5%
SALARIES & WAGES TEMPORARY	70,000.00	70,000.00	68,925.88	-	1,074.12	98.5%
ELECTRICITY	3,000.00	3,000.00	2,176.19	-	823.81	72.5%
REPAIR/MAINT RECREATIONAL FACILITIES	69,000.00	69,275.00	28,030.21	-	41,244.79	40.5%
REPAIR/MAINT FRUIT STREET	29,000.00	29,000.00	33,697.19	-	(4,697.19)	116.2%
RENT/LEASE DEPARTMENTAL EQUIPMENT	28,000.00	28,383.00	23,849.24	756.18	3,777.58	86.7%
ADVERTISING	1,800.00	1,800.00	1,544.40	-	255.60	85.8%
MISC OTHER CONTRACTED SERVICES	165,000.00	165,000.00	275,737.88	167.20	(110,905.08)	167.2%
RECREATIONAL SUPPLIES	60,000.00	65,905.50	28,286.10	-	37,619.40	42.9%
<b>630 PARKS &amp; RECREATION</b>	<b>535,010.21</b>	<b>541,573.71</b>	<b>518,810.85</b>	<b>923.38</b>	<b>21,839.48</b>	<b>96.0%</b>

# School Salaries

Employee Last Name	Employee First Name	FY14 Gross Pay	Employee Last Name	Employee First Name	FY14 Gross Pay
ABATE	REBECCA	\$75,127.00	BOYCE	TERESA	\$1,171.05
ABBARAJU	RENUKA	\$56,009.98	BRAINERD	JAMES	\$4,422.00
ADELMAN	SUZANNE	\$487.50	BRANSON	MARY	\$600.00
ALBANESE	REBECCA	\$280.00	BRAYER	MARY ANN	\$95,211.44
ALBERTIAN	ERIN	\$980.00	BRENNAN	MARK	\$82,067.02
ALEXANDROWICZ	JEAN	\$9,121.77	BRENNAN	MICHAELA	\$5,450.00
ALLBERRY	SHANNON	\$65,494.88	BRODY	ISAAC	\$72,974.00
ALLEN	CHRISTINE	\$44,601.77	BROOKS	LINDA	\$80,715.90
ALLEN	PATRICIA	\$1,540.00	BROSNAHAN	CAROL	\$8,023.97
ALLEN	CHRISTOPHER	\$5,290.32	BROWN	CHRISTINE	\$23,243.03
ALTAVILLA	ANNE-MARIE	\$86,317.98	BROWN	ESTER	\$7,821.69
ANDERSON	JUDITH	\$66,012.89	BRUCE	JESSICA	\$71,184.10
ANNANTUONIO	JENNIFER	\$172.78	BRUMMETT	KATHARINE	\$53,881.40
ANUSAUSKAS	CATHERINE	\$82,607.02	BUCKLEY	SUSAN	\$13,777.49
ARIENTI	DEBBY	\$79,251.38	BUFFA	ELLEN	\$19,687.99
ARNOLD	MICHELE	\$9,718.30	BUFFUM	DAVID	\$93,247.88
ATKINSON	RITA	\$8,843.00	BUGG	NATALIE	\$5,053.00
ATKINSON	CLINT	\$2,204.00	BUMILLER	MAUREEN	\$6,337.50
ATWOOD	SUSAN	\$91,347.88	BURKE	KELLY	\$70,996.75
AUGSPURG	CASEY	\$560.00	BURKE	ROBERT	\$6,310.05
BACON	JESSICA	\$75,281.01	BURNS	MARCIE	\$1,490.00
BAGLEY	SUSAN	\$92,697.88	BURNS	MARY-LOU	\$91,585.38
BAIN	KATHRYN	\$73,184.62	BURNS	MAUREEN	\$67,394.22
BAKER	DENNIS	\$82,771.96	CALLAGHAN	KRISTI	\$79,567.02
BALBOA	RITA	\$49,045.20	CALLAHAN	BETH	\$85,046.10
BALDWIN	SHARON	\$92,852.88	CALLANAN	NANCY	\$3,225.00
BALINSKAS	CAROLYN	\$85,687.98	CALNAN	MARIEL	\$63,176.10
BANNON	JOAN	\$12,633.00	CAMERON	CATHERINE	\$6,000.00
BARKER	JOYCE	\$23,640.26	CAMPBELL	KATHY	\$87,072.94
BARRY	KATELYN	\$53,580.00	CARMODY	REGAN	\$1,283.40
BARTLEY	NILI	\$71,173.96	CARR	CHRISTINE	\$73,478.59
BARTOLOMEO	DEBRA	\$64,118.12	CARR	EDWARD	\$45,168.77
BASILE	CHRISTINE	\$91,647.88	CARR	LAURA	\$50,105.63
BASTARACHE	JAMES	\$43,104.04	CARR	MELISSA	\$25,307.81
BAUMANN	JOAN	\$16,557.00	CARRAI	DANIEL	\$420.00
BEAUREGARD	MEREDITH	\$29,664.24	CARTY	LISA	\$42,608.31
BECK	GEORGE	\$38,601.05	CARTY	BRANDON	\$2,609.46
BECK	LINDA	\$280.00	CARUSO	JESSICA	\$85,467.98
BELCHER	CHARLEEN	\$23,512.05	CARVER	ANNE	\$78,500.00
BENBENEK	ANN	\$76,500.00	CARVER	CAROLYN	\$71,540.71
BENNETT	DANIEL	\$2,479.50	CASASSA	ARLENE	\$86,863.98
BENNISON	MARGARET	\$23,750.30	CASEY	JAMES	\$48,748.43
BENOIT	ANDRE	\$44,361.07	CATTON	KATHLEEN	\$14,612.07
BERLO	ROBERT	\$101,399.93	CAVE	MICHAEL	\$17,488.44
BERNSTEIN	DAVID	\$82,356.77	CHAGNON	ALAINA	\$52,115.78
BIERI	KATHY	\$18,068.20	CHAGNON	CONNIE	\$85,651.06
BILODEAU	VERONICA	\$1,497.41	CHOQUET	RYAN	\$37,712.51
BISHOP	EVAN	\$125,818.97	CIPRIANO	MATTHEW	\$30,474.44
BLACK	REBECCA	\$24,107.94	CLARK	MARIE	\$54,309.40
BLAKE	JENNIFER	\$4,875.00	CLARK	NANCY	\$5,685.00
BLISS	RICHARD	\$5,053.00	CLARK	KYLE	\$2,266.11
BLOCH	JARED	\$2,240.00	CLARK	MATTHEW	\$2,736.00
BOISVERT	MARK	\$38,929.00	COLBY	LINDA	\$75,111.10
BOISVERT	NORMAND	\$50,296.67	COLLINS	CHARLES	\$101,152.88
BOISVERT	MARK	\$39,349.90	COLLINS	SUSAN	\$210.00
BOND	RENEE	\$455.00	COMCOWICH	AMY	\$1,645.00
BORGHI	PHILLIP	\$40,939.45	CONANT	LISA	\$78,413.90
BOUSQUET	JESSICA	\$29,875.65	CONNER	CAROLYN	\$100,975.39
BOX	ALLISON	\$23,426.15	CONNORS	THERESA	\$7,185.87

Employee Last Name	Employee First Name	FY14 Gross Pay	Employee Last Name	Employee First Name	FY14 Gross Pay
CONROY	KRISTIN	\$60,704.88	FABRICANT	SUSAN	\$23,108.40
CONROY	LYNN	\$64,404.61	FAIRBANKS	JENNIFER	\$79,677.96
CONSTANTINE	JANET	\$82,787.98	FANT	REBECCA	\$23,750.30
CONTI	SANDRA	\$45.69	FARQUHARSON	NINA	\$91,347.88
COURNOYER	MICHAEL	\$84,618.65	FARRELL	ELIZABETH	\$76,328.96
COWELL	LORI	\$59,684.98	FEDERICO	CHRISTINA	\$18,192.74
COX	KIRSTEN	\$16,340.94	FEENEY	JULIE	\$69,938.02
CRETIEN	ROSE	\$175.00	FELDMAN	REBECCA	\$76,230.96
CRISAFULLI	CARLA	\$99,716.05	FERGUSON	COLETTE	\$20,323.65
CROWLEY	HEATHER	\$43,899.78	FERGUSON	SUSAN	\$88,423.70
CULLEN	HEIDI	\$83,250.94	FERNANDEZ	STEPHANIE	\$25,862.36
CURLEY	TIMOTHY	\$1,162.50	FERRIS	KERRY	\$24,424.30
CURRAN	JESSICA	\$19,904.52	FILHO	JOSE	\$43,750.50
CUSELLA	SAMANTHA	\$490.00	FILZOW	JAYNE	\$10,505.55
CUTLER	JODI	\$29,502.47	FINN	MICHAEL	\$6,705.00
CZEREPUZSKO	MELISSA	\$3,000.00	FIORÉ	CYNTHIA	\$91,347.88
DA SILVA	ANTONIO	\$31,469.40	FIORENTINO	NANCY	\$92,447.88
D'AGOSTINO	NANCY	\$23,988.37	FISCHER	MICHELLE	\$2,520.39
DAIGLE	RAYMOND	\$3,092.50	FITEK	REGINA	\$53,132.05
DAIGLE	RAYMOND	\$700.00	FITZPATRICK	MARY ANN	\$48,965.74
DAIGNEAULT	SARAH	\$93,229.94	FLAHERTY-BOLOTIN	PAULA	\$5,230.00
D'ALESSANDRO	KAYLA	\$13,050.00	FLANAGAN	MICHAEL	\$84,772.74
DAROSA	KELLY	\$45,252.40	FLANNERY	EUGENE	\$63,053.35
DAUBMAN	TRACI	\$26,252.41	FLEMING	MARY ANNE	\$20,806.44
DAVIDSHOFER	MARY	\$52,766.97	FLOREST	SAMANTHA	\$15,260.71
DAVIDSON	BONNIE	\$48,285.35	FOISY	BARBARA	\$34,762.02
DAVIS	DEBORAH	\$88,865.40	FOREST	CAROLINE	\$345.56
DEBRIAE	MIRIAM	\$9,820.71	FORNACIARI	JANICE	\$9,671.20
DECAROLIS	JOHN	\$1,430.00	FORSYTHE	KATE	\$61,102.53
DEMELLO	MARY ANN	\$137,700.14	FOURNIER	KIRSTEN	\$69,066.92
DENAULT	AMY	\$79,581.02	FOX	SARAH	\$91,949.71
DIAMOND	PATRICIA	\$77,005.07	FRANCHOCK	MICHAEL	\$85,967.98
DIBONA	PAUL	\$4,171.05	FRANK	JOAN	\$91,487.88
DIBONA	BENJAMIN	\$2,995.20	FRASER	SUSAN	\$52,497.04
DICKERT	HAROLD	\$11,398.50	FREEDMAN	MARY LYNN	\$58,656.07
DICOSTANZA	PATRICIA	\$92,447.88	FREY	ANDREW	\$57,332.96
DIMARE	SHERRIE	\$24,649.07	FRIBERG	DONALD	\$59,140.50
DIONNE	MICHAEL	\$595.00	FUMAROLA	KRISTIN	\$77,080.90
DIPALMA	KATHRYN	\$38,501.00	GAHAN	ALICIA	\$44,637.06
DIXON	ANNA	\$91,347.88	GAI	PAULA	\$1,905.00
DODGE	JEREMY	\$69,474.00	GALLAGHER	NICHOLAS	\$2,432.00
DOHERTY	KARA	\$4,789.98	GATES	KENNETH	\$71,184.10
DOLAN	JODI	\$8,211.00	GAUS	BONNIE	\$63,653.90
DONAHUE	ADELAIDE	\$770.00	GAUTREAU	RONALD	\$87,120.02
DONAHUE	CHRISTINA	\$14,614.57	GENDRON	DANIELLE	\$840.00
DONAHUE	MICHAEL	\$112,667.98	GEORGE	KATHLEEN	\$92,697.88
DONOVAN	KRISTEN	\$1,875.25	GHOSH	ASHOKE	\$113,435.05
DOOLEY	KATHLEEN	\$8,659.66	GIANINO	COLLEEN	\$80,265.00
DOTY	STEPHANIE	\$79,655.00	GIFFORD	HALLYANN	\$90,737.94
DOWD	THOMAS	\$94,597.88	GILMORE	JEANNINE	\$60,024.14
DRISCOLL	MARGARET	\$5,695.00	GIRARD	JIM	\$9,475.00
DUARTE	PATRICIA	\$5,500.00	GLAZIER	JANE	\$12,893.04
DUBEAU	LAUREN	\$105,000.20	GLEASON	KIRSTEN	\$57,375.16
DUMAS	RALPH	\$127,148.58	GNIADEK	CHRISTINE	\$73,333.10
DUNN	REGINALD	\$43,419.41	GOLD	JULIE	\$20,709.90
ECONOMO	ELIZABETH	\$83,592.02	GOLDEN	JOHN	\$92,094.90
EHRMANN	JOHANNA	\$100.00	GOLDEN	SHANNON	\$6,173.43
EICHORN	DONNA	\$79,567.02	GOMES	JANE	\$91,347.88
EKWALL	MERIDETH	\$113,023.80	GONCALVES	ALFREDO	\$15,047.83
ELDER	CHERYL	\$92,733.34	GONZALEZ	ANTHONY	\$85,753.06
ELDER	MEGAN	\$53,256.90	GONZALEZ	TINA	\$2,449.13
ELDER	WILLIAM	\$280.00	GOVONI	LORELLE	\$78,762.06
ELHILOW	DIANE	\$7,762.50	GRABMEIER	MARGIE	\$7,580.00
ELLAM	SARAH	\$86,467.98	GRADY	MARYELLEN	\$89,553.60
ELLIOTT	BRUCE	\$81,195.67	GRAEBER	MICHAEL	\$86,167.98
EMERSON	JEANNETTE	\$26,736.98	GRANT	JOANNE	\$84,090.94
ESDALE	JESSICA	\$71,173.96	GRAUBART	RACHEL	\$1,050.00

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GRECO	ADELAIDE	\$112,709.51	KAMMER	DANIEL	\$55,211.02
GRECO	ELIZABETH	\$34,079.10	KANE	JENNIFER	\$83,671.62
GRECO	MICHAEL	\$69,777.00	KARJEL	ERIC	\$95,222.44
GREEN	SUSAN	\$3,562.50	KASPRAK	LEE ANN	\$82,515.94
GRIFFIN	JOHN	\$94,317.98	KAUFMAN	JILLIAN	\$81,714.88
GRILLI	CINDY	\$32,498.02	KEANE	LAWRENCE	\$53,151.60
GRILLI	ERIC	\$42,680.21	KEANE	THOMAS	\$91,358.94
GRILLI	NICOLE	\$20,773.08	KEARNAN	TIMOTHY	\$88,740.08
GRILLY	DEVON	\$78,643.00	KEARNEY	JEFFREY	\$82,427.16
GROSSO	KATHLEEN	\$1,474.26	KEEFE	CAROL	\$22,980.02
GUNDUZ	EVREN	\$76,995.00	KEELER	JENNIFER	\$58,400.92
HAAS	ALFRED	\$77,565.04	KELLENBERGER	KRIS	\$60,206.98
HACKETT	MARIJANE	\$108,362.97	KELLER	ALAN	\$122,028.66
HAGAN	JEANNINE	\$9,537.50	KELLER	MARISSA	\$66,115.92
HALL	BRIAN	\$20,213.00	KELLY	ANITA	\$70,757.96
HALL	JAIME	\$73,963.94	KENDALL	LESLIE	\$6,131.80
HALNEN	JEAN	\$29,440.48	KENNALLY	JENNIFER	\$85,467.98
HAMILTON	CHRISTINE	\$20,315.81	KERLS	RACHEL	\$31,350.63
HAMILTON	MICHAEL	\$87,595.04	KESSLER	JEANNE	\$23,997.91
HAMMER	AMY	\$76,530.01	KHALSA	JAGAN-NATH	\$712.50
HAMWEY	AMELIA	\$66,115.92	KILBURN	REGINA	\$77,080.90
HANDRICK	DAVID	\$712.50	KILBURN	LILLIE	\$1,760.64
HANNA	JOSHUA	\$86,332.14	KILIULIS	JANE	\$8,879.56
HARRIS	MAUREEN	\$89,275.94	KIMBALL	JILL	\$54,779.01
HARROD	RICHELLE	\$36,945.88	KING	BRYAN	\$101,401.94
HAY	CRAIG	\$89,892.44	KING	DEIRDRE	\$54,740.06
HAY	MARY	\$19,224.05	KING	ERICA	\$77,806.90
HAYES	DEBORAH	\$25,212.89	KING	KATHLEEN	\$16,105.58
HAYES	MICHAEL	\$52,836.47	KING	RICHARD	\$44,392.43
HAYES	MICHAEL	\$20,086.16	KIRBY	JONATHAN	\$5,685.00
HEIN	JESSICA	\$11,009.68	KIRSHENBAUM	MARYFRANCES	\$58,150.04
HENDERSON	LINDA	\$80,686.02	KIRSHENBAUM	SHANNON	\$65,508.10
HENDERSON	ALISON	\$455.00	KISER	DAVID	\$47,186.99
HENRY	CHRISTINA	\$210.00	KNIAGER	CONCETTA	\$49,396.51
HESSE	KATHARINE	\$25,621.00	KNIAGER	RACHEL	\$547.50
HEWETT	STEPHANIE	\$7,841.28	KOELBL	LAUREN	\$60,001.04
HIBBERT	KATHRYN	\$82,169.09	KOOPMAN	SUSAN	\$18,154.80
HILL	LORI	\$19,223.19	KOURIS	CHRISTINE	\$76,737.76
HILTON	JENNIFER	\$37,294.62	LANE	CYNTHIA	\$74,062.47
HILTON	KATELYN	\$19,953.42	LAPORTA	DIANE	\$17,879.36
HIMMIGHOEFER	MATTHEW	\$33,755.30	LATHROP	NICOLE	\$27,019.35
HIRL	KYLIE	\$60,792.07	LAW	DEANNA	\$86,890.98
HOAGLAND	NADINE	\$49,008.12	LAWLER	SARAH	\$17,456.69
HOFFMAN	REBEKA	\$11,100.00	LEACH	CYNTHIA	\$31,428.04
HOLCOMB	SUSAN	\$575.00	LEADER	CINDY	\$1,680.00
HOMAN	STACEY	\$85,663.02	LEBLANC	BRUCE	\$74,551.94
HOOKER	MICHAEL	\$79,867.02	LEBLANC	RAYMOND	\$3,242.00
HOSKINS	KATHERINE	\$280.00	LECHTANSKI	VALERIE	\$100,466.05
HOWARD	RICHARD	\$490.00	LEE	MINA	\$2,300.00
HOWE	CATHERINE	\$300.00	LENTONI	PAMELA	\$16,759.45
HRUSKA	FRANCES	\$91,347.88	LERNER	LAURA	\$19,210.65
HUESTIS	CAMERAN	\$85,500.94	LESUER	JAMES	\$2,275.92
HULME	CAROLINE	\$18,408.86	LEVERGOOD	FRAN	\$24,079.42
HURLEY	MARY	\$12,514.23	LEVY	ANNE	\$100.00
IADAROLA	JUNE	\$10,050.27	LEWINSKY	KATHLEEN	\$77,754.87
JACOB	LINDA	\$92,447.88	LIEBFRIED	KELLEY	\$20,213.76
JENKINSON	JILL	\$55,702.08	LINDER	DENISE	\$55,790.08
JENNINGS	JUDY	\$7,724.40	LISCINSKY	ERIN	\$51,799.58
JEWETT	KAREN	\$101,219.76	LITAVIS	MICHELLE	\$3,832.00
JOHNSON	HEATHER	\$30,990.20	LIZIO	SARAH	\$55,623.53
JORDAN	JENNIFER	\$88,404.94	LJUNGBERG	DAVID	\$107,099.98
JORDAN	PAUL	\$1,237.50	LOCKWOOD	ANN MARIE	\$2,675.00
JORSTAD	NANCY	\$24,685.10	LOGAN	C.	\$91,347.88
JOYCE	CATHERINE	\$85,579.98	LONGORIA	ANDREW	\$100,251.53
JOYCE	TIMOTHY	\$89,515.00	LONGORIA	ELIZABETH	\$351.23
JUFFRAS	ANN MARIE	\$24,167.87	LYNESS	DIANNA	\$9,596.54
KALETA	MARY	\$18,845.33	LYONS	LIZA	\$85,982.98

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MACDONALD	DEBORA	\$7,068.44	MIRACLE	MARILYN	\$92,758.62
MACDONALD	DENNIS	\$50,590.09	MOOTHART	LESLIE	\$50,276.06
MACDONALD	KENNETH	\$4,653.00	MORALES	WILLIAM	\$26,955.60
MACDONALD	MORIAH	\$46,319.95	MORAN	SHELLY	\$54,357.12
MACK	LAUREN	\$85,485.06	MORAN	WENDY	\$47,026.64
MACLEOD	CATHY	\$170,000.20	MORIN	KENNETH	\$32,819.28
MACPHERSON	CHRISTOPHER	\$75,478.10	MORSE	STEFANIE	\$1,505.00
MADANY	YVETTE	\$280.00	MORTARELLI	KRISTY	\$69,066.92
MAGNUSON	TAMI	\$26,537.63	MOTYKA	MOIRA	\$20,845.41
MAHONEY	KRISTEN	\$3,862.50	MUELLER	SHU-LIN	\$61,258.92
MAILLET	DIANE	\$81,877.00	MULLEN	BARBARA	\$76,230.96
MANNING	ELIZABETH	\$88,629.94	MULVEY	BRETT	\$82,393.02
MARCY	ANNE	\$1,509.76	MUNGER	LYDIA	\$20,098.93
MARINO	KRISTIN	\$5,239.16	MURDOCK	JANE	\$9,580.60
MARTEL	CYNTHIA	\$10,164.98	MURPHY	SUSAN	\$83,261.88
MARTELL	JENNIFER	\$40,362.02	MURPHY	TIMOTHY	\$74,132.12
MARTIN	JEANNE	\$89,504.94	MURPHY	TIMOTHY	\$51,359.68
MARTIN	SHAWN	\$50,197.74	MURRAY	KIELY	\$63,280.24
MARTINEAU	GREGORY	\$115,653.72	NAPOLITANO	SUSAN	\$18,361.07
MARTINELLI	LISA	\$49,425.94	NAUGHTON	JANET	\$60,629.55
MARTIN-FLUET	MARIE	\$85,340.94	NAUGHTON	MICHELLE	\$20,307.95
MARTONE	CAROLYN	\$2,212.50	NEILSEN	JAMES	\$455.00
MARZEC	JAMES	\$90,423.94	NELHUEBEL	SUZANNE	\$29,657.55
MARZILLI	BRIDGET	\$74,439.96	NELSON	TIMOTHY	\$6,948.00
MASON	CATHERINE	\$77,785.90	NEWTON	BETH	\$9,184.27
MAYNARD	SANDY	\$29,796.28	NOBLE	KARYN	\$85,467.98
MAZAIKA	ROBERT	\$5,053.00	NOBLETT	PATRICIA	\$64,396.00
MAZUR	DANIEL	\$105,611.46	NOFSINGER	DANIELLE	\$73,933.26
MAZUR	KELLY-ANNE	\$84,726.06	NOLISA	CHINYE	\$58,531.98
MAZZONE	ZACHARY	\$875.00	NORBY	DIANE	\$87,595.04
MCBRIDE	LORI	\$33,346.30	NORTON	DANIEL	\$52,222.04
MCCABE	ALICE	\$370.24	NORTON	JANE	\$93,847.88
MCCAILL	CATHERINE	\$91,865.88	O'BRIEN	PATRICK	\$6,562.50
MCCAILL	ELIZABETH	\$1,120.00	O'CONNELL	MATTHEW	\$84,116.82
MCCARTHY-GILL	JAN	\$68,566.00	O'CONNOR	KELLY	\$64,008.10
MCCAW	KAREN	\$96,100.88	ODELL	RICHARD	\$1,430.00
MCCLURE	MICHELLE	\$8,677.50	ODIERNA	MICHELLE	\$80,295.00
MCCLURE	SUE	\$3,000.00	O'LOUGHLIN	CONSTANCE	\$30,847.74
MCCOLGAN	KRISTEN	\$18,009.84	OLSON	KATHRYN	\$7,840.56
MCFARLAND	MICHAEL	\$90,360.39	OLSON	PATRICK	\$210.00
MCGAVIN	KELLY	\$47,636.56	O'MALLEY	LAURA	\$65,920.02
MCGINTY	EILEEN	\$19,218.61	O'NEIL	JACQUELINE	\$23,117.57
MCGOVERN	DENISE	\$85,467.98	O'NEILL	KELLY	\$855.00
MCGRATH	SANDRA	\$5,838.79	O'SHAUGHNESSY	DENA	\$60,642.07
MCKENZIE	LAURA	\$1,839.00	OTOOLE	KATHERINE	\$57,243.54
MCKEON	BETSEY	\$450.00	PAGE	JULIA	\$75,193.90
MCLEAN	MONICA	\$73,277.10	PAGE	MAUREEN	\$33,049.74
MCNALLY	DAWN	\$97,474.88	PAINE	VICKIE	\$4,793.93
MCPHAIL	JESSICA	\$49,045.21	PANDIAN	INPAKALA	\$50,949.08
MECHLER	CAMMIE	\$5,140.00	PAOLUCCI	SELINA	\$1,452.50
MEDIATE	MARISSA	\$9,761.05	PAQUETTE	RICHARD	\$93,609.43
MEEHAN	WILLIAM	\$96,233.14	PAQUETTE	LISA	\$194.16
MELBERG	SANDRA	\$1,800.00	PARENT	JONATHAN	\$76,184.94
MELKIN	DEBORAH	\$100.00	PARKER	JOHN	\$82,859.02
MELLO	SUSAN	\$29,347.06	PATRICK	BETH	\$392.50
MERCIER	KRISTIN	\$70,259.92	PATTERSON	SARAH	\$68,653.05
MERIGOLD	SARAH	\$23,750.30	PEARSON	KRISTEN	\$40,522.14
MERRILL	CHRISTOPHER	\$213.91	PELGRIN	MARY	\$7,762.50
MESSIER	MICHAEL	\$3,537.00	PELOQUIN	ALYSSA	\$32,540.91
MEYER	SHARI	\$57,009.98	PENDLETON	PAMELA	\$92,197.88
MICHAUD	CRISTINA	\$90,467.98	PERRY	DAVID	\$44,919.79
MILAN	SEAN	\$33,269.05	PETERS	ANYA	\$70.00
MILES	BARBARA	\$7,459.44	PETRUSKA	ELIZABETH	\$63,446.10
MILLER	MICHAEL	\$82,003.98	PEVERILL-CONTI	WENDY	\$8,187.52
MILLS	COREY	\$4,127.00	PICKENS	KELLY	\$92,326.66
MINKLE	MARGARET	\$23,493.52	PINTO	DEBRA	\$88,326.85
MIRABILE	BRENDA	\$1,015.00	PIQUARD	KIMBERLY	\$48,695.20



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PIRES	APRIL	\$82,125.94	SHAUGHNESSY	NANCY	\$71,880.48
PLACE	STACEY	\$88,267.98	SHEA	CHRISTOPHER	\$97,096.98
PLUNKETT	DONNA	\$31,606.38	SHEA	JAYNE	\$78,233.36
PLUTNICKI	CYNTHIA	\$285.00	SHEELLEN	JANEEN	\$65,130.00
POLANSKY	LAUREN	\$88,488.94	SHEIL	PARKER	\$475.00
POMEROY	NICHOLAS	\$2,356.00	SHIRE	CHARLOTTE	\$85,785.06
POOVAKAD	LAURA	\$3,537.00	SHOWALTER	JULIE	\$315.00
PORCELLA	CHAPIN	\$52,463.60	SIDDIQUA	AISHA	\$3,640.00
PORTER	ALLON	\$24,950.87	SIEDLECKI	MICHAEL	\$68,724.00
PORTER	ELLENORE	\$13,421.36	SIEGEL	RACHEL	\$34,618.11
PORZIO	MARGARITA	\$1,662.50	SIEGFRIED	AMY	\$2,962.50
POTITO	STEPHANIE	\$61,072.88	SIMOE	SHERYL	\$74,467.22
POWERS	PHILIP	\$60.00	SIMOE	STEPHEN	\$85,699.12
PREIS	DEBRA	\$17,533.63	SLOAN	NOREEN	\$72,293.90
PREITE	MICHAEL	\$196.00	SMITH	HEATHER	\$82,515.94
PRESCOTT	BRIAN	\$50,230.88	SMITH	JENNIFER	\$79,575.98
PRESEAU	DAWN	\$6,978.25	SMITH	LYNDA	\$24,094.19
PRIMEAU	MELISSA	\$15,504.22	SMITH	STEVEN	\$43,443.06
PRIOR	LESLIE	\$92,933.88	SMITH	DARIA	\$70.00
PROULX	JULIE	\$10,335.89	SMYTH	ELIZABETH	\$79,567.02
PULNIK	KIMBERLY	\$101,460.32	SNYDER	STEPHANIE	\$69,831.10
PULSELLI	LIDIA	\$9,513.38	SODERBERG	SCOTT	\$2,211.00
PURDY	DAVID	\$83,228.44	SPERONI	NANCI	\$22,447.05
RAINEY	ANN	\$37,779.28	SPINKS	BETHANY	\$80,841.36
RAMIREZ	ELIZABETH	\$12,482.13	STARING	KERRI	\$25,588.78
RAND	MAURI	\$170.04	STARZYK	SUZANNE	\$23,333.49
RENAUD	JUDITH	\$75.00	STEFANCIK	JANENE	\$95,636.74
REPETZ	DIANE	\$40,228.56	STEIN	RONA	\$79,567.02
REYNOLDS	BETH-ANN	\$9,276.50	STEPHENS	JESSICA	\$63,676.10
REYNOLDS	KATHLEEN	\$20,940.68	STICKNEY	TRACY	\$9,618.44
REYNOLDS	IAN	\$3,706.00	STRANGFELD	MARIAN	\$98,316.05
RICHARDS	ANDREA	\$92,272.88	STREFLING	SUZANNE	\$80,367.02
RIZZARDI	CAITLIN	\$70,760.92	STRICKLAND	SUSAN	\$22,902.73
ROBERTS	JANICE	\$4,837.50	STUKULS	SALLY-ANN	\$102,635.88
ROBERTS	MAXINE	\$92,347.88	SULLIVAN	CHRISTINE	\$72,014.02
ROBINSON	CATHERINE	\$91,366.64	SULLIVAN	KIMBERLY	\$90,640.62
ROBINSON	NICOLE	\$56,805.16	SULLIVAN	MICHAEL	\$93,041.62
ROCKWOOD	CHARLES	\$67,143.87	SULLIVAN	DAN	\$5,685.00
RODRIGUEZ	JOANNE	\$22,802.34	SWANTON	DAVID	\$8,001.00
RODRIGUEZ	STACEY	\$21,152.38	SWEENEY	CHRISTOPHER	\$475.00
ROGERS	ALFRED	\$90,790.92	SWEETAPPLE	CHELSEA	\$1,445.67
ROGERS	JANE	\$84,859.00	SYKORA	PATRICIA	\$2,587.50
ROSENTHAL	ROBERT	\$1,050.00	TANGREDI	PAULA	\$3,600.00
ROSS	CAROLYN	\$62,740.08	TAYLOR	TREVOR	\$70,757.96
RUBIN	SUSAN	\$100.00	TERRANOVA	LAURA	\$63,009.89
RUFO	LYNNE	\$5,532.19	TERRY	KAREN	\$5,053.00
RYDER	BETH	\$39,783.96	THEIS	LAURA	\$47,822.12
SAMANSKY	CONNIE	\$7,050.00	THIEL	LAURA	\$23,961.22
SANBORN	LOUISE	\$19,891.78	THOMAS	LAUREN	\$11,501.92
SANBORN	MARK	\$10,160.20	THOMPSON	JO ANN	\$93,357.88
SANFORD	TIMOTHY	\$77,115.90	THOMPSON	MARTHA	\$5,685.00
SANTAMARIA	JACOB	\$32,930.00	THORNTON	MARY	\$2,948.00
SANTOS	KRISTEN	\$91,347.88	TOMLINSON	PAT	\$4,767.36
SANTUCCI	FRANCES	\$23,853.41	TOOTHMAN	ANDREA	\$75.00
SAPETA	SARAH	\$23,111.43	TORILLI	PETER	\$5,685.00
SAUNDERS	MEGHAN	\$66,190.92	TORTORELLA	CARA	\$93,072.88
SAVAGE	JORDANA	\$86,207.00	TOWNER	RODERICK	\$17,502.88
SAWYER	GARRETT	\$96,615.94	TREMBLAY	KATHLEEN	\$45,044.90
SCHARTNER	KRISTEN	\$82,743.16	TREMBLAY	MARIBETH	\$82,515.94
SCHEULE	BEVERLY	\$2,550.00	TREMBLAY	ROBERT	\$42,298.30
SCHLOSKE	PHILIP	\$23,393.10	TURANO	LINDA	\$20,323.65
SCHROEDER	JENNIFER	\$7,607.41	UMINA	DIANA	\$24,164.13
SEATER	JESSICA	\$41,045.28	UMINA	MICHAEL	\$4,875.00
SEBAN	REBECCA	\$46,512.40	VERRA	KEITH	\$104,268.21
SENNA	CALIE	\$5,888.21	VERRA	MARY	\$82,920.94
SEROCKI	SHARON	\$17,413.45	VIGIL	EDGAR	\$23,195.40
SEXTON	DEBORAH	\$14,918.25	VIOLA	HEATHER	\$100.00

Employee Last Name	Employee First Name	FY14 Gross Pay	Employee Last Name	Employee First Name	FY14 Gross Pay
VON ROSENVINGE	VALERIE	\$96,337.98	WILLIAMS	JOSEPH	\$79,967.02
VORCE	AUDREY	\$32,691.32	WILLIAMS	SARA	\$71,549.00
VORRASI	LINDA	\$66,444.00	WILLIAMS	SHARON	\$56,041.20
VUMBACA	JEANNE	\$31,886.74	WILLIAMSON	REBECCA	\$83,390.94
WARREN	NANCY	\$4,312.50	WINTERS	MEAGHAN	\$58,325.39
WATERS	HARRY	\$6,488.30	WOLNIK	SHERYL	\$52,477.04
WATSON	AMY	\$3,750.00	WOOD	ELIZABETH	\$29,950.15
WAUTERS	LAURA	\$1,540.00	WOODRUFF	HEATHER	\$46,248.92
WEBB	JEAN	\$45,666.04	WORRELL	COLLEEN	\$75,188.10
WEBB	MICHAEL	\$40,842.37	WORRELL	STERLING	\$93,097.88
WEEKS	DOUGLAS	\$575.00	WRENN	BRYAN	\$712.50
WEISS	MEGAN	\$65,946.02	WRIGHT	PAUL	\$53,027.05
WELDON	ELIZABETH	\$84,735.06	WURSTER	KRISTEN	\$87,244.11
WELLE MALONE	LISA	\$82,350.94	YAVAROW	STEVEN	\$108,916.05
WELSH	GAIL	\$10,312.50	YODER	MARGARET	\$28,465.16
WETTERLOW	ERICA	\$73,948.02	ZACCARO	PAMELA	\$23,750.30
WHITE	MAURA	\$17,771.10	ZAKAR	LINDA	\$84,581.02
WHITE	ROBERT	\$86,317.98	ZAMBUTO	MARY	\$45,680.00
WIGGIN	MARGARET	\$20,198.05	ZWANG	MELISSA	\$8,843.00
WILANDER	MIKE	\$85,867.98	ZWILLINGER	JESSICA	\$54,865.96
WILKIE	KELLY	\$82,515.94			<b>\$31,191,536.46</b>

## Town Salaries

LAST NAME	FIRST NAME	POSITION	Base Salary	O.T	*OTHER	**OFF DUTY DETAIL	TOTAL GROSS SALARY
<b>TOWN MANAGER</b>							
Glynn	Maria	Executive Assistant	\$ 47,135.30				\$ 47,135.30
Hellen	James	Operations Asst to Town Mgr	\$ 65,992.68				\$ 65,992.68
Khumalo	Norman	Town Manager	\$ 148,610.94		\$ 10,450.00		\$ 159,060.94
<b>SEALER OF WEIGHTS</b>							
Sakin	Louis	Sealer of Weight	\$ 3,036.48				\$ 3,036.48
<b>FINANCE</b>							
Ketchen	Christopher	Finance Director	\$ 81,167.86				\$ 81,167.86
Mackay	Janet	Assistant Town Accountant	\$ 74,512.23				\$ 74,512.23
<b>ASSESSORS DEPARTMENT</b>							
Bushway	Robert	Assessor	\$ 86,211.87				\$ 86,211.87
Howell	Patti	Deputy Assessor	\$ 39,019.20				\$ 39,019.20
Sher	Elizabeth	Administrative Asst/Assessor	\$ 48,465.57				\$ 48,465.57
<b>TREASURER / COLLECTOR</b>							
Brodeur	Michelle	Administrative Asst/Payroll	\$ 44,066.37	\$ 322.65			\$ 44,389.02
Dwinnell	Maureen	Treasurer / Collector	\$ 88,141.21				\$ 88,141.21
Hendrickson	Diane	Asst Treasurer / Collector	\$ 54,945.51				\$ 54,945.51
Kadlik	Julie	Temporary Admin. Assistant	\$ 3,440.00				\$ 3,440.00
<b>HUMAN RESOURCES</b>							
Bonina-Eosco	Ann-Marie	Human Resources Assistant	\$ 1,735.00				\$ 1,735.00
Hanam	Katelyn	Human Resources Assistant	\$ 240.00				\$ 240.00
Hilton-Creek	Debbie	Human Resources Director	\$ 83,269.22				\$ 83,269.22
Lewerenz	Jessica	HR Generalist	\$ 32,692.37				\$ 32,692.37
<b>IT DEPARTMENT</b>							
McClure	Christopher	IT Director	\$ 109,222.05				\$ 109,222.05
<b>CLERK</b>							
Click	Ann	Administrative Assistant	\$ 4,712.50				\$ 4,712.50

LAST NAME	FIRST NAME	POSITION	Base Salary	O.T	*OTHER	**OFF DUTY DETAIL	TOTAL GROSS
<b>CLERK</b>							
Holland	Geraldine	Town Clerk	\$ 61,704.12				\$ 61,704.12
McCenn	Brenda	Assistant Town Clerk	\$ 38,110.88				\$ 38,110.88
<b>ELECTION WORKERS</b>							
Adelman	Karen	Election Worker	\$ 186.76				\$ 186.76
Auclair	Robert	Election Worker	\$ 160.16				\$ 160.16
Auclair	Kathleen	Election Worker	\$ 138.79				\$ 138.79
Boass	Susan	Election Worker	\$ 344.67				\$ 344.67
Bracci	Louise	Election Worker	\$ 59.84				\$ 59.84
Byrne	Patricia	Election Worker	\$ 9.12				\$ 9.12
Click	Ann	Election Worker	\$ 420.20				\$ 420.20
Deneen	Donna	Election Worker	\$ 143.74				\$ 143.74
Donahue	Louise	Election Worker	\$ 158.54				\$ 158.54
Drawe	Nancy	Election Worker	\$ 114.13				\$ 114.13
Edwards	Elizabeth	Election Worker	\$ 186.95				\$ 186.95
Ellsworth	Russell	Election Worker	\$ 169.02				\$ 169.02
Ellsworth	Marylou	Election Worker	\$ 143.74				\$ 143.74
Fahey	Jacquelyne	Election Worker	\$ 138.79				\$ 138.79
Gradie	Grace	Election Worker	\$ 59.84				\$ 59.84
Inman	Mary	Election Worker	\$ 84.51				\$ 84.51
Knorr	Pauline	Election Worker	\$ 84.51				\$ 84.51
Kumlin	Doris	Election Worker	\$ 146.87				\$ 146.87
MacMillan	Jennifer	Election Worker	\$ 180.20				\$ 180.20
MacMillan	Richard	Election Worker	\$ 285.50				\$ 285.50
Marcy	Anne	Election Worker	\$ 241.72				\$ 241.72
Mc Bride	Carol	Election Worker	\$ 178.29				\$ 178.29
McRobert	Mary	Election Worker	\$ 59.84				\$ 59.84
Morgan	JoAnn	Election Worker	\$ 174.61				\$ 174.61
Morrissey	Mary	Election Worker	\$ 148.67				\$ 148.67
Murphy	Frederick	Election Worker	\$ 143.74				\$ 143.74
Nelson	David	Election Worker	\$ 73.96				\$ 73.96
Palitsch	John	Election Worker	\$ 285.90				\$ 285.90
Plucker	Joyce	Election Worker	\$ 104.26				\$ 104.26
Schmidt	Harold	Election Worker	\$ 101.92				\$ 101.92
Sullivan	Barbara	Election Worker	\$ 138.79				\$ 138.79
Walsh	Carol	Election Worker	\$ 180.20				\$ 180.20
Witzburger	Barbara	Election Worker	\$ 50.16				\$ 50.16
<b>PLANNING AND LAND USE</b>							
Ashababian	Elizabeth	Administrative Assistant	\$ 17,332.02				\$ 17,332.02
Dabritz	Charles	Asst Plumbing/Gas Inspector	\$ 42,293.76				\$ 42,293.76
Hicks	Edward	Electrical Inspector	\$ 46,671.76				\$ 46,671.76
Hunt	Daniel	Asst Plumbing/Gas Inspector	\$ 220.00				\$ 220.00
Kadlik	Charles	Director of Inspectional Services	\$ 82,830.43				\$ 82,830.43
Keefe	Judith	Administrative Assistant	\$ 11,541.04				\$ 11,541.04
Lazarus	Elaine	Director of Land Use	\$ 102,234.46				\$ 102,234.46
MacAdam	Donald	Conservation Administrator	\$ 70,634.11				\$ 70,634.11
Rogers	Anna	Administrative Assistant	\$ 46,030.17	\$ 657.78			\$ 46,687.95
Shepard	Michael	Mutual Aid Bldg Inspector	\$ 28,411.25				\$ 28,411.25
Travaglini	Louis	WIRING INSPECTOR	\$ 660.00				\$ 660.00
Wallave	Jacoba	ADMINISTRATIVE ASSISTANT	\$ 46,979.63	\$ 1,323.94			\$ 48,303.57
Wright	Adina	ADMINISTRATIVE ASSISTANT	\$ 41,732.81				\$ 41,732.81
Zereski	Peter	Asst Plumbing/Gas Inspector	\$ 1,650.00				\$ 1,650.00
<b>POLICE DEPARTMENT</b>							
Bartlett	Robert	Special Detail Officer				\$ 12,654.00	\$ 12,654.00
Bennett	Joseph	Police Sergeant	\$ 82,298.62	\$ 10,642.24	\$ 3,000.00		\$ 95,940.86
Bielicki	Robert	Police Officer	\$ 41,478.68	\$ 2,095.26			\$ 43,573.94
Booth	Peter	Police Officer	\$ 54,983.44	\$ 4,443.67	\$ 13,357.87	\$ 392.00	\$ 73,176.98
Brennan	Timothy	Police Officer	\$ 77,887.36	\$ 3,885.49	\$ 3,000.00	\$ 735.00	\$ 85,507.85
Brooks	Evan	Dispatcher	\$ 43,677.21	\$ 9,694.48		\$ 943.25	\$ 54,314.94
Buckley	Stephen	Police Officer	\$ 75,652.77	\$ 6,629.40	\$ 2,000.00	\$ 14,708.25	\$ 98,990.42
Burchard	William	Police Officer	\$ 75,598.84	\$ 9,259.47	\$ 2,000.00	\$ 1,940.00	\$ 88,798.31

LAST NAME	FIRST NAME	POSITION	Base Salary	O.T	*OTHER	**OFF DUTY DETAIL	TOTAL GROSS SALARY
<b>POLICE DEPARTMENT</b>							
Campbell	Jacob	Police Officer	\$ 73,591.42	\$ 5,250.59	\$ 2,000.00	\$ 10,192.00	\$ 91,034.01
Culliton	Paul	Special Detail Officer				\$ 27,972.50	\$ 27,972.50
DeBoer	Gregg	Police Officer	\$ 74,679.88	\$ 2,035.77	\$ 2,000.00	\$ 16,904.50	\$ 95,620.15
DeRaad	Meaghan	Dispatch Supervisor	\$ 54,481.32	\$ 9,429.82	\$ 1,000.00	\$ 416.00	\$ 65,327.14
Fayard	Robert	Custodian	\$ 61.65				\$ 61.65
Gonzalez Jr	Luis	Dispatcher	\$ 9,671.20	\$ 1,091.16			\$ 10,762.36
Goodwin	Michael	Special Detail Officer	\$ 48,804.92	\$ 4,307.80		\$ 1,151.50	\$ 54,264.22
Gorman	Thomas	Dispatcher	\$ 23,671.99	\$ 1,723.77		\$ 42,186.50	\$ 67,582.26
Gray	Jennifer	Dispatcher	\$ 7,520.74	\$ 668.67			\$ 8,189.41
Griifin	Thomas	Police Officer	\$ 95,328.62	\$ 6,907.50	\$ 3,000.00	\$ 12,554.50	\$ 117,790.62
Haines	Darlene	Special Detail Officer				\$ 2,403.50	\$ 2,403.50
Hamilton	Harry	Custodian	\$ 13,463.68			\$ 367.50	\$ 13,831.18
Hamilton	Michael	Special Detail Officer				\$ 1,176.00	\$ 1,176.00
Higgins	Linda	Police Officer	\$ 73,620.68	\$ 11,798.72	\$ 2,000.00	\$ 1,445.50	\$ 88,864.90
Iadarola	Steven	Special Dispatcher	\$ 4,281.95	\$ 136.00		\$ 1,159.29	\$ 5,577.24
Jackman	Shanna Jean	Dispatcher	\$ 632.00				\$ 632.00
Jones	Gerard	Dispatcher	\$ 15,651.10	\$ 1,550.02		\$ 490.00	\$ 17,691.12
Klein	Gail	Administrative Manager	\$ 50,217.76	\$ 920.06			\$ 51,137.82
Lee	Edward	Police Chief	\$ 28,548.38				\$ 28,548.38
Litchfield	John	Dispatcher	\$ 729.93				\$ 729.93
McGill	Deric	Special Detail Officer				\$ 35,052.00	
McNeil	Matthew	Police Officer	\$ 80,128.84	\$ 8,719.89	\$ 2,000.00	\$ 6,214.50	\$ 97,063.23
Moran	John	Police Officer	\$ 60,558.66	\$ 5,631.43	\$ 2,000.00	\$ 22,811.50	\$ 91,001.59
O'brien	Patrick	Police Detective	\$ 76,087.40	\$ 4,995.10	\$ 3,000.00	\$ 23,238.50	\$ 107,321.00
O'neil	Aaron	Police Officer	\$ 74,704.23	\$ 13,177.78	\$ 2,000.00	\$ 7,574.00	\$ 97,456.01
Porter	John	Police Officer	\$ 84,600.76	\$ 14,190.56	\$ 2,000.00	\$ 588.00	\$ 101,379.32
Powers	Philip	Police Officer	\$ 62,071.33	\$ 26,615.28	\$ 3,000.00	\$ 7,463.25	\$ 99,149.86
Pyne	Henry	Custodian				\$ 26,506.50	\$ 26,506.50
Rathburn-							
Goodman	Jane	Dispatcher	\$ 2,030.57			\$ 1,275.00	\$ 3,305.57
Schofield	Arthur	Police Officer	\$ 10,196.84			\$ 539.00	\$ 10,735.84
Shane	David	Police Officer	\$ 61,829.36	\$ 4,454.09	\$ 2,000.00	\$ 9,731.25	\$ 78,014.70
Sutton	Michael	Police Sergeant	\$ 87,729.29	\$ 1,002.80	\$ 2,000.00	\$ 4,663.31	\$ 95,395.40
Taylor	Jeanne	Special Detail Officer	\$ 736.98				\$ 736.98
Vanraalten	Scott	Sergeant	\$ 87,267.26	\$ 5,440.19	\$ 2,000.00	\$ 6,274.64	\$ 100,982.09
Wallace	Charles	Police Lieutenant	\$ 125,394.96		\$ 2,000.00	\$ 1,062.00	\$ 128,456.96
<b>FIRE DEPARTMENT</b>							
Bailey	Matthew	Firefighter	\$ 66,475.87	\$ 8,996.13	\$ 4,348.50		\$ 79,820.50
Caron	Robert	Firefighter	\$ 63,737.03	\$ 10,019.26	\$ 6,547.00		\$ 80,303.29
Carver	Mary	Administrative Manager	\$ 55,938.00				\$ 55,938.00
Clark	Robert	Firefighter	\$ 65,973.37	\$ 24,409.14	\$ 4,134.00		\$ 94,516.51
Clark	Francis	Lieutenant	\$ 68,082.36	\$ 5,598.55	\$ 5,134.00		\$ 78,814.91
Clark	Paul	Fire Chief	\$ 117,478.68				\$ 117,478.68
Collins	James	Call Firefighter	\$ 473.68			\$ 19,356.00	\$ 19,829.68
Corcoran	Richard	Firefighter	\$ 63,284.12	\$ 4,787.30	\$ 6,547.00		\$ 74,618.42
Danahy	James	Call Firefighter	\$ 152.80				\$ 152.80
Danahy	Nicholas	Call Firefighter	\$ 1,512.72				\$ 1,512.72
Daugherty	Gary	Firefighter	\$ 74,678.06	\$ 34,954.55	\$ 8,247.00		\$ 117,879.61
Frederick	James	Firefighter	\$ 65,457.96	\$ 18,764.78	\$ 6,547.00		\$ 90,769.74
Frederick	Zachary	Call Firefighter	\$ 145.60				\$ 145.60
Gosselin	James	Firefighter	\$ 66,457.78	\$ 15,565.11	\$ 7,997.00		\$ 90,019.89
Gross	Patrick	Firefighter	\$ 65,160.01	\$ 23,094.48	\$ 4,134.00		\$ 92,388.49
Harris	Carl	Lieutenant	\$ 74,012.47	\$ 20,564.82	\$ 3,134.00	\$ 2,744.00	\$ 100,455.29
Healy	Timothy	Firefighter	\$ 71,250.65	\$ 44,332.25	\$ 7,747.00		\$ 123,329.90
Jordan	Sara	Firefighter	\$ 43,475.82	\$ 13,548.84	\$ 6,367.40		\$ 63,392.06
Jurasek	Scott	Lieutenant	\$ 73,995.55	\$ 16,715.02	\$ 4,134.00		\$ 94,844.57
Krauss	William	Firefighter	\$ 64,665.75	\$ 12,087.01	\$ 6,997.00		\$ 83,749.76
Lewis	Douglas	Firefighter	\$ 63,639.70	\$ 5,553.48	\$ 3,134.00	\$ 1,716.00	\$ 74,043.18
Lukey	William	Firefighter	\$ 67,021.26	\$ 8,539.74	\$ 3,134.00		\$ 78,695.00
McIntyre	Thomas	Call Firefighter	\$ 198.64				\$ 198.64
Miller	William	Lieutenant	\$ 76,335.57	\$ 30,856.62	\$ 4,373.00		\$ 111,565.19
Piorkowski	Kazimierz	Lieutenant	\$ 66,439.09	\$ 18,466.80	\$ 8,747.00		\$ 93,652.89
Poirier	Thomas	Firefighter	\$ 74,139.59	\$ 2,754.75	\$ 7,997.00		\$ 84,891.34
Prescott	Michael	Firefighter	\$ 63,849.36	\$ 8,417.46	\$ 3,134.00		\$ 75,400.82

LAST NAME	FIRST NAME	POSITION	Base Salary	O.T	*OTHER	**OFF DUTY DETAIL	TOTAL GROSS SALARY
<b>FIRE DEPARTMENT</b>							
Sables	Joshua	Call Firefighter	\$ 1,680.80				\$ 1,680.80
Santucci	Robert	Fire Prevention Officer	\$ 7,979.37			\$ 8,702.00	\$ 16,681.37
Seymour	Norman	Firefighter	\$ 69,827.77	\$ 13,248.52	\$ 5,634.00		\$ 88,710.29
Slaman	Stephen	Deputy Chief	\$ 109,852.55		\$ 7,997.00		\$ 117,849.55
Torosian	Michael	Call Firefighter	\$ 168.08				\$ 168.08
Wright	Edward	Firefighter	\$ 75,133.16	\$ 2,577.00	\$ 1,032.20		\$ 78,742.36
<b>DOG OFFICER</b>							
Proctor	William	Dog Officer	\$ 21,664.80				\$ 21,664.80
<b>FACILITIES</b>							
Daltorio	David	Facilities Director	\$ 100,252.79				\$ 100,252.79
Lynch	Cornelius	Custodian	\$ 20,076.99				\$ 20,076.99
Santosuosso	Michael	Custodian	\$ 39,912.81	\$ 1,758.27			\$ 41,671.08
<b>DPW MANAGERS</b>							
Carty	Eric	Water/Swer Manager	\$ 82,830.15				\$ 82,830.15
Mansir	Michael	Highway manager	\$ 83,180.19				\$ 83,180.19
Regan	Judith	Administrative Manager	\$ 49,867.34				\$ 49,867.34
Scarlata	Jean	Clerk Dispatcher	\$ 46,743.44				\$ 46,743.44
Westerling	John	DPW Director	\$ 101,505.87				\$ 101,505.87
<b>HIGHWAY</b>							
Arena	Joseph	Heavy Equipment Operator	\$ 48,033.04	\$ 8,550.71			\$ 56,583.75
Armstrong	David	Heavy Equipment Operator	\$ 49,428.08	\$ 796.22			\$ 50,224.30
Bernier	John	Heavy Equipment Operator	\$ 48,033.04	\$ 11,053.03			\$ 59,086.07
Berthelette	Gerard	Heavy Equipment Operator	\$ 50,393.53	\$ 13,360.49			\$ 63,754.02
Clark	Sean	Seasonal - DPW	\$ 7,224.00				\$ 7,224.00
Dagg	Christopher	Heavy Equipment Operator	\$ 35,307.61	\$ 11,375.84			\$ 46,683.45
Gogan	Jacob	Seasonal - DPW	\$ 676.60				\$ 676.60
Gogan	Patrick	Seasonal - DPW	\$ 159.20				\$ 159.20
Leseur	Jake	Seasonal - DPW	\$ 5,586.56				\$ 5,586.56
Lukey	James Russell	Equipment Operator	\$ 47,091.79	\$ 10,297.57			\$ 57,389.36
McDonnell	Patrick	Equipment Operator	\$ 39,048.65	\$ 896.81			\$ 39,945.46
McLaughlin	Paul	Equipment Operator	\$ 48,383.04	\$ 10,953.13			\$ 59,336.17
Moore	Charles	Equipment Operator	\$ 48,782.04	\$ 8,162.66			\$ 56,944.70
Pyne	Randy	Seasonal - DPW	\$ 995.00				\$ 995.00
Riano	Paul	Asst Maintenance Mechanic	\$ 48,033.04	\$ 14,369.42			\$ 62,402.46
Schiloski	David	Seasonal - DPW	\$ 2,189.00				\$ 2,189.00
Schiloski	Philip	Working Foreman, Highway	\$ 52,107.14	\$ 10,399.24			\$ 62,506.38
Shehata	Raymond	Equipment Operator	\$ 27,182.40	\$ 10,895.36			\$ 38,077.76
Spinks	Thomas	Seasonal - DPW	\$ 3,014.85				\$ 3,014.85
Steward	James	Heavy Equipment Operator	\$ 49,542.65	\$ 9,867.77			\$ 59,410.42
Swenson	Kenneth	Heavy Equipment Operator	\$ 540.40				\$ 540.40
Toronto	Frank	Heavy Equipment Operator	\$ 12,106.72	\$ 299.60			\$ 12,406.32
Wright	Brandon	Seasonal - DPW	\$ 6,742.40				\$ 6,742.40
<b>TREE WARDEN</b>							
Gleason	Paul	Tree Warden	\$ 13,157.76				\$ 13,157.76
<b>RECYCLING</b>							
DiBona	Paul	Recycling Attendant	\$ 6,762.20				\$ 6,762.20
<b>SEWER DEPARTMENT</b>							
Bates	Daniel	Heavy Equipment Operator	\$ 53,475.42	\$ 27,759.91			\$ 81,235.33
Pyne	Jeffrey	Sewer Technician	\$ 51,566.08	\$ 24,346.52			\$ 75,912.60
Wright	Peter	Sewer Technician	\$ 52,143.40	\$ 19,666.52			\$ 71,809.92
<b>WATER DEPARTMENT</b>							
Fenneuff	Jedidiah	Water Technician	\$ 50,979.51	\$ 26,749.44			\$ 77,728.95
Fredette	Michael	Equipment Operator	\$ 53,316.58	\$ 31,969.14			\$ 85,285.72
Gogan	Matthew	Heavy Equipment Operator	\$ 52,204.04	\$ 23,387.89			\$ 75,591.93
Mongiat	Louis	Foreman	\$ 57,677.12	\$ 12,610.66			\$ 70,287.78



LAST NAME	FIRST NAME	POSITION	Base Salary	O.T	*OTHER	**OFF DUTY DETAIL	TOTAL GROSS SALARY
<b>BOARD OF HEALTH</b>							
Ruberti							
LaRoche	Nidia	Administrative Assistant	\$ 9,354.00				\$ 9,354.00
Wirtanen	Edward	Public Health Administrator	\$ 75,273.82				\$ 75,273.82
<b>SENIOR CENTER</b>							
Ali	Zahra	Food Services Worker	\$ 3,398.96				\$ 3,398.96
Allessio	Judith	Administrative Assistant	\$ 36,007.28				\$ 36,007.28
Beck	Amy	Volunteer Coordinator	\$ 43,876.49				\$ 43,876.49
Brown	Mary	Food Services Worker	\$ 13,463.77				\$ 13,463.77
Burke	Kevin	Food Services Worker	\$ 8,756.72				\$ 8,756.72
Chesmore	Cynthia	Senior Center Director	\$ 48,893.25				\$ 48,893.25
Hovagimyan	Lynne	Volunteer Coordinator	\$ 6,798.75				\$ 6,798.75
McLeod	Mary	Outreach Supervisor	\$ 9,336.56				\$ 9,336.56
O'Leary	Edward	Van Driver	\$ 9,678.02				\$ 9,678.02
Raum	Joyce	Outreach Worker	\$ 5,520.36				\$ 5,520.36
Robinson	George	Van Driver	\$ 18,066.37				\$ 18,066.37
Troupes	Marlene	Outreach Worker	\$ 35,001.23				\$ 35,001.23
Warner	Ruth	Food Services Worker	\$ 4,732.05				\$ 4,732.05
<b>YOUTH SERVICES</b>							
Vazza	Jean	Youth Services Coordinator	\$ 42,502.99				\$ 42,502.99
<b>LIBRARY DEPARTMENT</b>							
Alexander	Toni	Library Desk Attendant	\$ 40,043.26				\$ 40,043.26
Baker Fowler	Nancy	Library Technician	\$ 11,873.84				\$ 11,873.84
Connelly	Linda	Desk Attendant	\$ 19,744.78				\$ 19,744.78
Gallagher	Nia	Library Desk Attendant	\$ 22,494.82				\$ 22,494.82
Hunter	Sara	Desk Attendant	\$ 18,531.83				\$ 18,531.83
Hussain	Rownak	Library Director	\$ 73,495.15				\$ 73,495.15
Kofron	Denise	Youth Services Librarian	\$ 50,553.50				\$ 50,553.50
Lesuer	Carol	Jr Library Technician	\$ 15,089.65				\$ 15,089.65
Marshall	Susan	Adult Services Librarian	\$ 49,772.46				\$ 49,772.46
Olafson	Donna	Desk Attendant	\$ 6,091.26				\$ 6,091.26
Perkins	Polly Ann	Library Technician	\$ 214.02				\$ 214.02
Seaholm	Jane	Library Assistant	\$ 10,160.98				\$ 10,160.98
<b>PARKS &amp; RECREATION</b>							
Hanley	Kevin	Parks & Rec Director	\$ 16,807.77				\$ 16,807.77
Nealon	Jack	Temporary Parks & Rec Director	\$ 30,208.00	\$ 13,687.00			\$ 43,895.00
Abate	Molly	Parks & Rec- Seasonal	\$ 1,757.40				\$ 1,757.40
Albanese	Brendan	Parks & Rec- Seasonal	\$ 2,030.10				\$ 2,030.10
Bernard	Julianna	Parks & Rec- Seasonal	\$ 1,496.65				\$ 1,496.65
Brown	Lincoln	Parks & Rec- Seasonal	\$ 1,814.97				\$ 1,814.97
Brown	Elizabeth	Parks & Rec- Seasonal	\$ 2,720.17				\$ 2,720.17
Carnes	Sean	Parks & Rec- Seasonal	\$ 2,174.28				\$ 2,174.28
Carrai	Daniel	Parks & Rec- Seasonal	\$ 2,412.54				\$ 2,412.54
Copley	Michaela	Parks & Rec- Seasonal	\$ 2,188.91				\$ 2,188.91
Curran	Kathleen	Parks & Rec- Seasonal	\$ 1,175.00				\$ 1,175.00
Curtin	Michael	Parks & Rec- Seasonal	\$ 234.00				\$ 234.00
Disch	Diana	Parks & Rec- Seasonal	\$ 1,501.25				\$ 1,501.25
Dutt	Ryan	Parks & Rec- Seasonal	\$ 1,636.20				\$ 1,636.20
Elder	William	Parks & Rec- Seasonal	\$ 2,164.53				\$ 2,164.53
Elder	Thomas	Parks & Rec- Seasonal	\$ 3,376.32				\$ 3,376.32
Fink	Tyler	Parks & Rec- Seasonal	\$ 1,740.71				\$ 1,740.71
Fitzpatrick	Molly	Parks & Rec- Seasonal	\$ 180.00				\$ 180.00
Floyd	Jennifer	Parks & Rec Director	\$ 15,324.16				\$ 15,324.16
Grilli	Nicole	Parks & Rec- Seasonal	\$ 1,888.06				\$ 1,888.06
Karpacz	Amanda	Parks & Rec- Seasonal	\$ 1,769.52				\$ 1,769.52
Lentoni	Kathleen	Parks & Rec- Seasonal	\$ 1,795.98				\$ 1,795.98
Lenvenson	Patrick	Parks & Rec- Seasonal	\$ 593.61				\$ 593.61
Lynds	Jennifer	Parks & Rec- Seasonal	\$ 1,137.46				\$ 1,137.46
Maguire	Meghan	Parks & Rec- Seasonal	\$ 2,371.30				\$ 2,371.30
McIntyre	Kelli Anne	Parks & Rec- Seasonal	\$ 3,008.11				\$ 3,008.11
Pickens	Amanda	Parks & Rec- Seasonal	\$ 639.92				\$ 639.92

LAST NAME	FIRST NAME	POSITION	Base Salary	O.T	*OTHER	**OFF DUTY DETAIL	TOTAL GROSS SALARY
<b>PARKS &amp; RECREATION</b>							
Poovakad	Laura	Administrative Assistant	\$ 4,680.50				\$ 4,680.50
Riga	John	Parks & Rec- Seasonal	\$ 2,106.03				\$ 2,106.03
Ryan	John	Parks & Rec- Seasonal	\$ 2,188.91				\$ 2,188.91
Sables	Jared	Parks & Rec- Seasonal	\$ 1,740.71				\$ 1,740.71
Sokol	Taylor	Parks & Rec- Seasonal	\$ 583.70				\$ 583.70
Stetson	Nicole	Parks & Rec- Seasonal	\$ 1,625.57				\$ 1,625.57
Stillwell	Thomas	Parks & Rec- Seasonal	\$ 437.84				\$ 437.84
Sullivan	Connor	Parks & Rec- Seasonal	\$ 1,800.58				\$ 1,800.58
Windheuser	Ashley	Parks & Rec- Seasonal	\$ 589.40				\$ 589.40
Zepf	Kelsey	Parks & Rec- Seasonal	\$ 2,252.25				\$ 2,252.25
			\$ 7,658,090.43	\$ 826,066.19	\$ 193,004.97	\$ 335,303.24	\$ 8,977,412.83

\* TOWN MANAGER BENEFITS

\*\*STIPENDS

\*\*\*OFF DUTY DETAILS

\*\*\*\*IOD

## Fire Department

To the Honorable Board of Selectmen, the Town Manager and the citizens of Hopkinton. It is with great pleasure that I submit my sixth town report to you as Chief of the Hopkinton Fire Department. It is my passion each and every day to protect and serve our community, all of its citizens and all the people who pass between our borders.

### Incident Responses:

We again had a very active year within our community and while assisting our neighboring mutual aid communities. The calendar year 2014 incident response data is included in this report for your review. Not the volume of incident responses but the frequency of multiple responses at the same time continues to develop as a severe operational handicap to our response system. Unfortunately the number and severity of the responses to Route 495 and the Massachusetts Turnpike remains a constant operational demand.

### Personnel:

In December we welcomed Firefighter/Paramedic John Sheridan as a new career firefighter. He has acclimated to our system very quickly and has become an integral part of our team. John came to our team having already successfully completed attendance at the Massachusetts Firefighting Academy and employment at another fire department.

### Community Engagement and Public Education Program(s):

We had another very successful year with our annual open house in October of 2014. Under the Leadership of Deputy Chief/Paramedic Steve Slaman and Firefighter/Paramedic William Krauss the annual Fire Prevention Week open house increases in popularity every year. This event continues to be a tremendous success due to the support and participation of our community. Attendance at this event again exceeded 400 persons. I would like to thank the personnel who again volunteered their time to make this yearly event very successful. Coordinated by Fire Prevention Officer Tom Poirier the long standing tradition of the Center School Kindergarten staff and students walking to the Firehouse for a very interactive safety demonstration and a tour of the building was continued with great enthusiasm. Feedback on this event from the families whose children attended and from the Center School staff was very positive. Certified Infant Car Seat installer Firefighter/EMT Pat Gross assisted 60 families in our community to insure the safe and proper installation of infant car seats. FF/Paramedic Tim Healy coordinated monthly training for 123 of our citizens and employees of town businesses in CPR, First Aid and the use of Automatic External Defibrillators (AED's). This training provides a valuable first response tool for the citizens in our community.

**Residential and Commercial Inspections:**

The Fire Prevention Officer is a position that defines the Town of Hopkinton Fire Departments commitment to the safety of our entire community through efficient and dedicated fire code enforcement. We have seen and expect increases in the number of inspections as we move forward. I would like to again thank the continued support and collaborative effort displayed on a daily basis with Building Inspector Chuck Kadlik and Assistant Building Inspector Mike Shepard who work very close with Fire Prevention Officer/Paramedic Tom Poirier to make our residential dwellings, schools and commercial buildings safe for our community. I hope everyone understands the importance of this core function to our community.

**Emergency Management and Severe Weather Events:**

We continue to be prepared to positively respond to severe weather events and man-made disasters. A very successful collaboration between the Fire Department, the Police Department, the Town Manager's Office, the DPW, the IT Director and other town agencies insures an immediate response to these events that affect our community. I again need to thank all of our citizens who have taken a proactive approach to plan and prepare for these events. I will continue to be proactive and share with you Severe Weather Event (SWE) and seasonal specific safety and preparation information through a variety of the media outlets available in our community. Your Emergency Management Group continues to actively encourage all of our families and citizens to participate in the CodeRed Emergency Notification system. This system can be accessed via links on the Fire Department, [www.hopkintonfd.org](http://www.hopkintonfd.org) or the Town of Hopkinton, [www.hopkinton.org](http://www.hopkinton.org), websites. We also continue our very active involvement in the School District Safety Committee initiative. This planning and training is a collaborative effort that is paramount to a safer community and especially to the safety of our School District students and staff. Lt. Bill Miller has been instrumental in instructing and completing school specific Incident Command System (ICS) and National Incident Management System (NIMS) training for the selected School District administrative staff. This training will allow first responders and the school administrative teams to work seamlessly together during emergency events and training exercises.

**Regional Emergency Planning Committee (REPC):**

The REPC consists of a collaborative planning and emergency response approach from the communities of Ashland, Framingham, Holliston, Hopkinton, Natick and Sherborn. As always we need to remain diligent

with our local planning and awareness capability which is augmented by this regional approach. The Emergency Management Working Group are actively involved in the ability to meet and train quarterly.

**Grants:**

The department again diligently spent many man hours applying for grants. We were awarded multiple grants from MEMA that has allowed additional technology upgrades in the Fire Headquarters Training / Emergency Operations Center (EOC) facility and the Mobile Command Post (MCP).

**Capital Vehicle Replacement Schedule:**

The yearly review, inspection and certification of our mobile capital assets were completed by respective third party agencies. I am pleased to report that all of our equipment passed inspection and certification. We will be moving forward to replace Rescue 1 for FY16. This replacement has been delayed for two years. During 2013 this vehicle was out of service for 12 weeks due to different mechanical issues(s). This vehicle is a critical part of our core function and I will actively seek your support at the next Town Meeting to replace this vehicle.

**Special Events:**

April again saw the department actively involved in providing fire and advanced life support emergency medical services for the Boston Marathon. Planning was enhanced due to the events of April 2013. I would like to thank all the individuals, town departments, mutual aid departments and outside agencies who assisted with making this event safe and an operational success. Planning for the 2015 BAA Marathon initiated in the fall and will continue right up to the morning of the event. We were also very actively involved in providing operational and logistical support to multiple High School sporting event(s), road races and swimming events that were held within our community.

As always, the Hopkinton Fire Department stands ready to respond to the needs of the community at a moment's notice, and I am proud to have the opportunity to serve as your Fire Chief and Emergency Management Director.

In closing, I would like to thank all of my personnel, the Board of Selectmen, the Town Manager, other Town Departments, Committees and especially the residents of Hopkinton for your constant and continued support.

Respectfully submitted,

P. Kenneth Clark  
Fire Chief / Emergency Management Director

**HOPKINTON FIRE DEPARTMENT  
CAREER FIREFIGHTERS**

P. Kenneth Clark, Chief\*  
 Stephen Slaman, Deputy Chief\*\*\*  
 Mary Carver, Administrative Manager  
 Carl Harris, Lieutenant\*  
 William Miller, Lieutenant\*\*  
 Gary Daugherty, Jr., Lieutenant\*\*\*  
 Scott Jurasek, Lieutenant\*  
 Matthew Bailey\*\*\*  
 Robert Caron\*\*\*  
 Francis Clark\*  
 Robert Clark\*  
 Richard Corcoran\*\*\*  
 James Frederick\*\*\*  
 James Gosselin\*\*\*  
 Patrick Gross\*  
 Timothy Healy\*\*\*  
 Sara Jordan\*\*\*  
 William Krauss\*\*\*  
 Douglas Lewis\*  
 William Lukey\*  
 Kazimierz Piorkowski\*\*\*  
 Thomas Poirier, Fire Prevention Officer\*\*\*  
 Michael Prescott\*  
 Norman Seymour\*  
 John Sheridan\*\*\*

Denotes EMT Basic\*, EMT Intermediate \*\*,  
 EMT Paramedic\*\*\*

**HOPKINTON FIRE DEPARTMENT  
CALL FIREFIGHTERS**

James Collins\*\*\*  
 James Danahy  
 Nicholas Danahy\*  
 Thomas McIntyre  
 Michael Torosian

**Calendar Year 2014**

<b>Situation Type</b>	<b># of Incidents</b>
100 Fire, other	1
111 Building fire	9
112 Fires in structures other than build	2
113 Cooking fire, confined to container	13
114 Chimney or flue fire, confined to chimney	3
116 Fuel burner/boiler m, fire contained	2
118 Trash or rubbish fire, contained	1
130 Mobile Property (vehicle) fire, other	1
131 Passenger vehicle fire	3
138 Off-road vehicle or heavy equipment fire	1
140 Natural vegetation fire	2
141 Forest, woods or wildland fire	3
142 Brush, or brush and grass mixture fire	13
143 Grass fire	2
151 Outside rubbish, trash or waste fire	1
153 Construction or demolition landfill fire	2
154 Dumpster or other outside trash receptacle	1
160 Special outside fire, other	1
162 Outside equipment fire	2
300 Rescue, emergency medical call (EMS) call	4
311 Medical assist, assist EMS crew	4
321 EMS call, excluding vehicle accident	883
322 Vehicle accident with injuries	111
323 Motor vehicle/pedestrian accident	2
342 Search for person in water	3
350 Extrication, rescue, other	1
352 Extrication of victim(s) from vehicle	3
353 Removal of victim(s) from stalled elevator	2
361 Swimming/recreational water areas rescue	1
365 Watercraft rescue	1
381 Rescue or EMS standby	4
400 Hazardous condition, other	11
410 Flammable Gas or liquid condition, other	1
411 Gasoline or other flammable liquid spill	8
412 Gas leak (natural gas or LPG)	35
413 Oil or other combustible liquid spill	1
421 Chemical hazard (no spill or leak)	1
422 Chemical spill or leak	1
424 Carbon monoxide incident	24
440 Electrical wiring/equipment problem	9
442 Overheated motor	5
444 Power line down	
445 Arcing, shorted electrical equipment	11
482 Threat to burn	1
500 Service Call, other	12
510 Person in distress, other	16
511 Lock-out	20
512 Ring or jewelry removal	1
520 Water problem, other	20
521 Water evacuation	3
522 Water or steam leak	1
531 Smoke or odor removal	4

<b>Situation Type</b>	<b># of Incidents</b>	<b>Situation Type</b>	<b># of Incidents</b>
541 Animal problem	1	715 Local alarm system, malicious false alarm	1
542 Animal rescue	1	721 Bomb scare – no bomb	2
550 Public service assistance, other	17	730 System malfunction, other	5
551 Assist police or other governmental agency	5	731 Sprinkler activation due to malfunction	4
552 Police matter	9	733 Smoke detector activation due to malfunction	50
553 Public service	7	735 Alarm system sounded due to malfunction	8
554 Assist invalid	25	736 CO detector activation due to malfunction	21
561 Unauthorized burning	2	740 Unintentional transmission of alarm	15
571 Cover assignment, standby, move up	5	741 Sprinkler activation, no fire unintentional	3
600 Good intent call, other	13	743 Smoke detector activation, no fire – unintentional	66
611 Dispatched & canceled en route	62	744 Detector activation, no fire - unintentional	7
622 No incident found on arrival at dispatch	10	745 Alarm system sounded, no fire - unintentional	10
650 Steam, other gas mistaken for smoke	2	746 Carbon monoxide detector activation, no	9
651 Smoke scare, odor of smoke	14	814 Lightning strike (no fire)	1
671 Hazmat release investigation w/ no hazmat	9	900 Special type or incident, other	4
700 False alarm or false call, other	27	911 Citizen Complaint	1
713 Telephone, malicious false alarm	1	912 Outside Burn Complaint	7
714 Central station, malicious false alarm	2		
		<b>Total for all incidents</b>	<b>1709</b>

## Hopkinton Historical Commission

The Hopkinton Historical Commission was established in 1969 under Mass. General Law (chapter 49, Section 8D of the General Laws) with a goal of historic preservation. The Commission coordinates with other Town agencies as well as private organizations, such as the Historical Society, to safeguard the town's historic properties, sites, and resources and to promote awareness and appreciation of our Town's history.

The year of 2014 saw continued progress on two Community Preservation Act projects: Oral History, which supports the Town's upcoming 300<sup>th</sup> anniversary celebration, and the Historic District Signage project. In an effort to capture and preserve the first-hand recollections of Hopkinton's history, many interviews have been recorded with long-time residents, detailing Hopkinton's past and how the town has changed over time. The project is ongoing, and completed oral histories are available on the Historical Commission's Town website. The bronze signs marking the boundaries of our two historic districts were refinished and reinstalled this year to make them more eye-catching and easier to read.

The Historical Commission continues to work with residents to explore viable alternatives to the demolition of historic structures, under the Historic Preservation by-law. Since the by-law's inception, a number of historically significant homes have been saved, while the vast majority of requests, well over 90%, have been allowed to proceed without the imposition of a delay. The Commission strives to give careful consideration to historic significance, an applicant's needs, the presence of reasonable alternatives to demolition, and our assigned mission to preserve the town's historic properties and sites.

We look forward to a productive 2015, relying on the active involvement and generous volunteer support of town residents and close working relationships with other town departments and boards. The Historical Commission wishes to thank former Chairman, Michaelyn Holmes, who left the board at the close of 2014, after serving admirably for many years. Her contributions were immeasurable, and she will indeed be missed.



# Hopkinton Historic District Commission

Historic Districts in Massachusetts have three major purposes, as stated in Chapter 40C of Massachusetts General Law: 1) To preserve and protect the distinctive characteristics of buildings and places significant to the history of the Commonwealth and its cities and towns; 2) To maintain and improve the settings of those buildings and places; 3) to encourage new designs compatible with existing buildings in the district.

The Hopkinton Center Historic District was established by the townspeople in 1979, consisting primarily of properties surrounding the Town Common, the Common itself, and properties along the south side of Main Street, ending near the corner of Grove Street. In recent years Center School and the Town Hall have been added to the district. The Hopkinton Center Historic Commission is the reviewing authority responsible for regulating design within the Hopkinton Center Historic District.

This year the Commission has worked cooperatively with several commercial businesses in regard to signage issues. It has also worked with the DPW and school department to improve the student drop-off area at Center School. Going forward the Commission hopes to work with Parks and Recreation to improve the Town Common in anticipation of the 300<sup>th</sup> Anniversary Celebration.

Respectfully submitted,

Beth Kelly, Chairman  
Melanie Smith  
Stacy Spies  
Amy Ritterbusch  
Michael Auen  
Jeanette Thomson  
Claire Wright

# Hopkinton Public Library

2014 has been a momentous year for the library. Collaborative efforts among town officials, boards and committees, library trustees, the Friends of the Library, staff and volunteers played an important role in moving the library forward. In May, 2014, voters approved the library expansion and renovation project at the Annual Town Meeting and at the Annual Town Election. The Massachusetts Board of Library Commissioners (MBLC) awarded Hopkinton a \$4.5 million library construction grant in August 2014. By December of 2014, the town of Hopkinton and the MBLC signed a contract for the project and the first installment of the grant money arrived to start the project. Hopkinton selected Johnson & Roberts as the architect and Construction Monitoring Services (CMS) as the Owners Project Manager (OPM). The Permanent Building Committee (PBC) is leading the final design development phase and will oversee the construction of the new library. We couldn't have asked for more auspicious beginning for 2015! Since 1895, the library has become a frequently used venue of the town where people obtain resources and

information to meet their educational, cultural and intellectual needs. Last year, residents borrowed more than 140,000 items, and our trained staff answered more than 1,000 reference questions. Staff members also provided help with computers for more than 1,000 sessions. Programs, lectures and entertainment attracted adults, children and families to more than 163 library events. Library users downloaded 4,500 e-books and 1,700 e-audio books from the library catalog and over 9,000 residents hold library cards. The Children's Room had a banner year with our most successful summer reading season yet. Participants reported a total of 9,715 reading hours, which was 1500 more than 2013!

We continued offering story time for children twice a week and a special Music and Movement story time once a month and thanks to our wonderful volunteer, Mrs. Grady, the Music Lady. Another very popular offering, twice a year, is a four-week Baby Sign Language course. Mrs. Kofron is presently leading three

book discussion groups each month; a 4<sup>th</sup> & 5<sup>th</sup> grade group; a middle school group and a high school group. Our second annual Pumpkin Decorating Contest for the middle and high schools students was a huge hit with 34 incredible entries this year, 21 more than our first outing. Finally, a very special shout out to all our great teen and adult volunteers; we could not operate without your help.

The Hopkinton Public Library Foundation and the Friends of the Library continue to work tirelessly to support the library and raise funds for the renovation and expansion project. To this date, the Foundation has raised over \$550,000! Our heartfelt thanks are due to numerous families, private businesses, individuals and the Friends of the Library for making generous contributions toward the renovation and expansion project.

In the 21st century, libraries are transforming communities around the country. The role of libraries

reaches far beyond books and providing print sources. Today, libraries are destinations in communities where residents of all ages interact with neighbors and friends, enjoy a wide range of engaging programs, learn, explore and engage in life-long learning. Our welcoming and professional staff members guide library users as they find the information they require, and they help patrons navigate the complex networks of resources on the Internet.

When completed, our new library will offer adaptable, flexible space capable of meeting the changing needs of our town. Like many libraries across the country, the Hopkinton Public Library will continue to adapt and remain a hub of our town.

Respectfully submitted,

Rownak P. Hussain  
Library Director

## Housing Authority

### GENERAL

The Housing Authority operates under the authority of the Commonwealth of Massachusetts through the Department of Housing and Community Development (DHCD). Regular Board Meetings are held once a month at Tom Kenney Hall, 100 Davis Road, Hopkinton, Massachusetts. All meetings are public and tenant participation is encouraged. Members of the Board are:

Renee Gilson, Chairman  
Marilyn Stearman, Vice Chairman  
Warren Johnson, Treasurer  
Marilyn Palmer, State Appointee  
Nancy Kelleigh, Member

Housing Authority Staff include:

Shirley Bliss, Administrative Assistant  
Anthony Gonsalves, Maintenance Mechanic/Supervisor  
Alan Leone, Part-time Maintenance  
Linda Donahue, Executive Director

Present programs administered by the Housing Authority include:

### CHAPTER 667C

The Housing Authority has 92 units of housing for the

elderly known as Brampton Circle. These units are located on Davis Road, and are available to elderly, handicapped, and disabled residents with incomes below \$47,450 for one person or \$54,200 for two. Rent is calculated at 30% of monthly adjusted income. The waiting list for elderly housing is currently open, and interested parties should contact the Housing Authority office at 508-435-6022.

### CHAPTER 705

The Housing Authority has three two bedroom and three three bedroom apartments of family housing under the 705 program. These units are also located on Davis Road and are currently fully occupied. Rent for these units is calculated at 27% of monthly adjusted income. The waiting list is currently open.

### MAYHEW COURT

The Housing Authority has twelve units of Project Based Section 8 Family Housing. The construction of Mayhew Court was completed in February 2012. The units consist of seven two bedroom units and five three bedroom units. The units are currently occupied. However, to request an application to be placed on the waiting list, please contact South Middlesex Opportunity Council, Inc. located at 7 Bishop Street, Framingham, Ma 01702-8313, Telephone #508-620-2340.

### **MASSACHUSETTS RENTAL VOUCHER PROGRAM**

DHCD has lifted the freeze on issuing of MRVP vouchers and the Executive Director has recently leased up (2) two bedroom vouchers utilizing our current wait lists and has issued vouchers to several applicants on our wait list who are actively looking for rental units. The Housing Authority currently administers one one-bedroom voucher and 2 two bedroom units.

### **MODERNIZATION**

Modernization and capital improvement work for housing on Davis Road is funded through a combination of monies provided by the Commonwealth through the Department of Housing and Community Development, and Housing Authority reserves.

During the spring of 2014, the housing authority received funding to install a new boiler in Building 10-13 and in the fall of 2014, we completed roofing eight additional buildings with capital planning funds. The next round of funding will be used to re-roof the Community Building, Maintenance Garage and Building 34-37. In January 2015 we renovated the handicapped bathroom in our handicapped unit and

also removed some additional trees that were a safety hazard. We will continue with upgrading bathrooms with tub liners where needed and in FY 2016 will start kitchen renovations with capital planning funds.

From January 2014 to December 2014, the housing authority had nine elderly apartment turnovers. Please contact the housing authority for an application to be placed on our waiting list. Updates to apartments can be anywhere from painting, installing new kitchen cabinets, new flooring, tub liners and wall surrounds depending on the condition of the apartment upon vacancy..

### **COST CONTAINMENT**

The Housing Authority continues to operate with no state subsidy. Any surplus above minimum reserve will continue to be utilized for capital improvements on behalf of residents.

Respectfully submitted,

Linda Donahue  
Executive Director

## **Human Resources Department**

**Maria Casey**

**Human Resources Director**

**HR webpage:**

**<http://www.hopkintonma.gov/home/government/departments/hr>**

The mission of the Human Resources Department is to create new, and improve existing, personnel policies and procedures that foster a team approach for all departments as they work to serve the citizens of Hopkinton. Moreover, we strive to create an environment that encourages employee feedback.

The 2014 year end saw a change to the Human Resources Department staff ushering in a new Director: Maria Casey. Maria would like to genuinely thank the Town Manager, all town employees, the Personnel Committee and the wonderful residents for their warm welcome.

The town also wishes to thank Debbie Hilton-Creek, the former HR Director, for her tireless efforts in advancing

many HR projects to benefit the town's employees. In particular, Debbie completed approximately 90% of the proposed Classification & Compensation plan for the purpose of revamping and updating its salary administration plan. With this initiative, the Town of Hopkinton can make sustained service delivery gains and develop the resilience it needs to withstand today's competitive labor market. Debbie was also instrumental, complemented by the passion of the Town Manager, with the implementation of the Wellness Program. Lastly, a big thank you goes to Jessica Lewerenz, the town's Human Resources Generalist, who provided the town, its employees and retirees with continuity of operations during this transition.

In 2014, the HR Department continued to experience an increase in demand for its services from the Town's 259 employees, as well as its retiree population. In addition to service demands, HR welcomed 22 new employees and said goodbye to 20 employees: 9 of

which went on to other endeavors and 11 of which are now town retirees.

2014 was a banner year for cost efficiencies, one of which resulted in a slight decrease in cost to the Town's Health Insurance obligation. Effective July 1st, Hopkinton introduced new and innovative plan designs with Blue Cross for town employees and implemented a Medex plan for retirees that were Medicare eligible. This provided a savings to the Town, its employees and those retirees.

In addition, overall cost savings were realized due to the Town's robust Wellness Program. A special thanks to the Wellness Committee for their dedication and commitment to executing the following events: Walking Program with Pedometers, Cross-fit Training, Weight Watchers, Line Dancing, Online Support, Flu Shot Clinics, and Financial Wellness & Nutrition Seminars. The committee is comprised of Chairperson Maria Glynn, Jessica Lewerenz, Janet MacKay, Mike Santosuoso, Rownak Hussain, Marlene Troupes, Judi Regan, Tom Poirier, Bill Miller, Scott van Raalten, Bill Burchard, Evan Brooks and Aimee Carnicelli (schools).

#### Union Negotiations

2014 saw the successful completion of a one-year Police Dispatchers Collective Bargaining Agreement (CBA) and a three-year Department of Public Works CBA. The town appreciates the bargaining teams'

commitment to mutually beneficial negotiations. 2015 will be very active with regard to negotiations for Police, Fire and Dispatch.

#### Personnel Committee

The Personnel Committee, in accordance with the Town's General Bylaws, is charged with providing guidance, feedback and advice on matters regarding Town employees working collaboratively with the Town Manager and Human Resources Director. The committee was instrumental in continuing training of some departments and staff along with the department head team at no cost to the citizens under the Hopkinton Leadership Academy. The Committee also reviewed the overall concept with regard to the HR Job Analysis Project Review for the Salary Administration Plan. The Personnel Committee's Chair, Bob Levenson, chaired the Police Chief Hiring Committee. The Town Manager and the HR Director are greatly appreciative to the committee for its invaluable resources and sage advice. The HR Department and the Town appreciates the dedicated committee and time that the committee gives back to our community through their service. The Committee's members are:

Bob Levenson, Chairman  
Kathy Laflash  
Kathy Dlugolecki  
Patricia Duarte  
Owen Mangan

## Information Technology Department

#### **Christopher McClure, Director**

**[cmccclure@hopkintonma.gov](mailto:cmccclure@hopkintonma.gov)**

**508-497-9756**

Town Hall, 18 Main Street, Hopkinton, MA 01748, Room 205

**[www.hopkintonma.gov](http://www.hopkintonma.gov)**

The Hopkinton Technology Department is charged with developing global IT vision for the town. This includes planning, budgeting and the day to day management of all IT infrastructure and staff.

The Hopkinton Technology Department supports the use of technology to advance the town's goals: communication, transparency, efficiency and service. The Hopkinton Technology Department reports achievements and progress in the following areas for

calendar year 2014:

The Technology Department is proud to have played a small role in the 2014 Boston Marathon. After the tragic events of the 2013 Boston Marathon, the 2014 marathon team worked hard to balance increased security concerns with maintaining the friendly family environment of the event. The Technology Department worked with MEMA, FEMA, State Police, FBI, military, local industry and our great local public safety departments to coordinate complex network and communication integration. The 2014 Boston Marathon saw an unprecedented use of mobile technology to create situational awareness and a common operating picture.

The event was a safe and fun success and a testament

to the awesome teamwork of many local, state and federal organizations. The efforts of the Technology Department resulted in two published white papers on the use of Google Apps for Government and Avaya Voice Over IP technology in an emergency management situation. The Technology Department also continued to increase its role on the Hopkinton Emergency Management Team, working to improve communication during emergency events.

In 2014, the Technology Department continued building existing collaborative efforts. The internship program continued for another year, seeing over 10 participants, 6 of whom moved on to professional employment. The Historical Commission Oral History project continued with over 50 interviews posted on YouTube by the end of 2014.

In 2014, the Technology Department worked with Land Use, Engineering and other departments to create a full time Geographic Information Systems position to

continue and develop Hopkinton's growing demand for GIS and mapping services. The Technology Department also continued its commitment to joint school and public safety capital budget management, helping the school continue to expand the central phone system. Working with the school and public safety departments, the Technology Department assisted in the development of an integrated and comprehensive security audit and five year plan.

The Technology Department assisted the Department of Public Works in deploying GPS tracking and real time monitoring for all contracted plow drivers resulting in improved accountability and efficiency.

Hopkinton reached an increased audience in 2014 through the website and social media. Social media allows residents to receive notices, agendas and emergency information without having to visit the town website: [www.hopkintonma.gov/home/about/follow](http://www.hopkintonma.gov/home/about/follow)

<b>2013 Web Statistics:</b>  <b>Visits: 202,474</b>  <b>Unique Visitors: 96,452</b>  <b>Pageviews: 911,424</b>  <b>Bounce Rate: 13.09%</b>  <b>% New Visits: 43.87%</b>	<b>2014 Web Statistics:</b>  <b>Visits: 194,240</b>  <b>Unique Visitors: 91,155</b>  <b>Pageviews: 882,874</b>  <b>Bounce Rate: 14.45%</b>  <b>% New Visits: 44.10%</b>
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Hopkinton continues to embrace mobile technology. The emergency management and public safety departments increased the number of mobile devices for personnel and vehicles again in 2014.

#### Goals for 2015

- Assist with successful police and fire joint dispatch merger

- Hire full time GIS coordinator and develop GIS department
- Implement first year of 5 year security plan
- Assist with continued deployment of Munis modules: Employee Self Service
- Continue joint school and public safety technology and capital plans

Respectfully Submitted,

Christopher McClure, IT Director



# Inspectional Services

Over the past year there has continued to be a significant increase in Residential construction at the Legacy Farms South site.

Inspectional Services is located in the Land Use Department and consists of a full-time Director, a part-time Inspector of Buildings, a part-time Plumbing and Gas Inspector, and a part-time Electrical Inspector. Zoning enforcement and zoning reviews continue to consume a majority of time in the Department. The Inspectional Services staff continues to pursue educational training to keep up-to-date with changes in building codes and construction techniques to maintain certification levels.

We continue to maintain safety and service as our highest priority and look forward to serving the community in the next year.

Respectfully submitted,

Charles E. Kadlik  
Director of Municipal Inspections  
Zoning Enforcement Officer

## BUILDING REPORT

In accordance with applications filed in this office for the period starting January 1, 2014 and ending December 31, 2014 building construction in the Town of Hopkinton for the past year is as follows:

### New: Commercial. Bldgs

Permits Issued: ..... 1  
Estimated Value: .....\$22,000.00  
Fees Collected: .....\$220.00

### Alterations To Same

Permits Issued: .....55  
Estimated Value: .....\$3,411,973.00  
Fees Collected: .....\$19,332.00

### New: Assembly Bldgs

Permits Issued: ..... 1  
Estimated Value: .....\$240,000.00  
Fees Collected: .....\$2400.00

### Alts To Assembly Bldgs

Permits Issued: ..... 1

Estimated Value:..... \$3,000.00  
Fees Collected: ..... \$0.00

Institutional Bldgs (New) ..... 0

Alts To Institute. Bldgs ..... 0

### New: Residen. Bldgs

Permits Issued: ..... 104  
Estimated Value:..... \$21,113,437.00  
Fees Collected: ..... \$211,019.00

### Alterations To Same

Permits Issued: ..... 617  
Estimated Value:..... \$11,095,055.00  
Fees Collected: ..... \$115,927.00

### New: Misc. Structures

Permits Issued: ..... 105  
Estimated Value:..... \$1,487,317.00  
Fees Collected: ..... \$17,925.00

Alterations To Same ..... 0

### Wrecking

Permits Issued: ..... 19  
Estimated Value:..... \$93,300.00  
Fees Collected: ..... \$1,000.00

### Certificates of Compliance,

Use & Occupancy: ..... 903

Certificate of Inspection: ..... 39

Fees Collected: ..... \$1,320.00

### Building:

Total Permits  
Issued 2014:..... 903  
Total Estimated  
Value: ..... \$37,433,082.00  
Total Fees  
Collected..... \$367,823.00

**GAS/PLUMBING REPORT**  
**7/1/13 - 6/30/14**

Deposits: .....\$52,350.00  
Payroll:.....\$45,232.00  
Expenses: .....\$634.22

**WIRING REPORT**  
**7/1/13 - 6/30/14**

Deposits:.....\$43,573.00  
Payroll: .....\$49,170.00  
Expenses: .....\$1,002.67

## Marathon Committee

It All Starts Here! The Hopkinton Marathon Committee (HMC), was established in 1979 to act as "Stewards of the Start" for the Boston Marathon. The committee works in collaboration with the Boston Athletic Association (B.A.A.) to ensure that the annual running of the world's oldest and most prestigious marathon is a safe and successful event of all involved. The planning, organization, and effort required to accomplish this is a yearlong challenge, which is addressed by a dedicated group of volunteers, representatives of the Highway Department/DPW, Police Department, Fire Department, Schools Building & Grounds Department, Parks & Recreation Commission, Board of Health, and a few long time volunteers from neighboring communities. The committee works with the B.A.A. to guide and coordinate all race logistics within Hopkinton, working diligently with all town officials, departments, residents, and businesses to sure all race operations are made with the best interest of Hopkinton.

In the days and months leading up to the 118<sup>th</sup> B.A.A. Boston Marathon, we witnessed with strong emotion tributes and remembrances for those lost and injured at last years' marathon. We have witnessed the courageous and inspirational stories from survivors who have overcome such adversity and whose lives changed forever. We have also embraced the compassion and love which touched the nation and helped so many to heal.

The committee took great pride in show casing the town of Hopkinton, welcoming 36,000 runners, over 900 volunteers, and thousands of spectators on Patriots' Day, April 21, 2014. This years' race was special and meant so much to so many of us; everyone came together showing the strength and resilience of the human spirit and celebrated another flawless start.

The committee had several goals this year as a result of the tragedy near the finish line last year. Most

importantly to support the B.A.A.'s request to increase the field size to 36,000 runners to accommodate all those runners who were unable to finish the race in 2013. A fourth wave was added to facilitate the additional runners. Another major goal was to support the new footprint and enhanced public safety plan developed with Local, State, and Federal public safety officials. Committee members coordinated various official volunteer teams with the B.A.A. including Volunteer Staffing, Elite Runner Start Marshals, VIP Runner Program, Start Area Marshals, Information Kiosks/Town Common & Athletes' Village, Parking & Bus Shuttle Program, Wheelchair Athlete Marshals, Donated Clothing Program, Race Announcer & Start Line Painting, and VIP Start Grandstand Seating.

Committee members including representatives from the Hopkinton Fire Department, Hopkinton Police Department, Highway Department/DPW, Schools Building & Grounds Department, Board of Health, and Parks & Recreation Commission all collaborated to facilitate changes needed for the marathon which resulted in an efficient and smooth start.

Since 2002, the Hopkinton Marathon Committee has recognized local veterans saluting them and thanking them for their service at the start. Honorees included Philip Powers, Jr., who deployed to Afghanistan with the 344<sup>th</sup> Military Police Company Army Reserve Unit, and Morgan Molloy, World War II veteran who served with the 41<sup>st</sup> Bombardment Group of the United States Air Force.

In 2006, the B.A.A. introduced a wave start for the Boston Marathon; they gave the Hopkinton Marathon Committee the honor of selecting the starters for the later waves. In recognition of the heroic role public safety officials played after the tragedy at the Boston Marathon finish line last year, the committee appropriately honored two longtime Hopkinton public safety officers who started the second and third waves.

Retired Hopkinton Police Chief Bill McRobert was the official starter for wave two. Chief McRobert retired in 1998 after 34 years working with the Police Department. Retired Hopkinton Fire Prevention Officer Bob Santucci, who recently retired after 29 years with the Fire Department, was the official starter for wave three. For the fourth and final wave the committee wanted to recognize a loss that affected the whole town of Hopkinton. Shayne Desroches, a Hopkinton Middle School student died in an automobile accident that shook our community. His mother, Amanda Desroches honored her son's memory by firing the starters' pistol for wave four.

On April 1, 2014 a new Police Chief was appointed by the Board of Selectmen. The committee welcomed Hopkinton Police Chief Edward Lee Jr. at our last meeting before the marathon and we look forward to working with him in the future. Chief Lee's enthusiasm and support was appreciated by all.

Thank you to all the members of the Hopkinton Police and Fire Departments for your dedicated service and support. Public Safety officials were challenged with many new procedures and protocols this year. Their efforts and positive impact made for a safe and fun day for everyone on Patriots' Day.

Special thanks to Interim Police Chief, Chuck Wallace for his commitment, leadership, and professionalism during the 10 months he headed the police department. He played a key role in the development and implementation of a new heightened security plan for the marathon.

The Highway Department/DPW again did an exceptional job preparing the town to welcome thousands of runners, volunteers, and spectators. The

clean-up was done in record time!

The schools building and grounds department did an outstanding job coordinating all the logistics for over 36,000 runners.

The Parks & Recreation Commission were very helpful in cooperating with the new security plan which resulted in a smaller group of vendors on the Town Common this year.

Big Brother Big Sister collected over 57,000 lbs. of clothing left behind after the race which was coordinated by the Donated Clothing Volunteer Team.

Committee members would like to thank the citizens of Hopkinton for their understanding and cooperation given the enhanced security and necessary restrictions placed upon them for the 2014 race.

Thank you to the hard working and dedicated committee members; Joseph Bennett, Jean Cann, Ken Clark, Tom Coburn, Alex Danahy, Jane Goodman, Craig Gormley, Tim Kilduff, MaryJo LaFreniere, Jack Leduc, Ed Lee, Bob Levenson, Mike Mansir, Adam Munroe, Judy Pitasi, Steve Slaman, Al Rogers, and Chuck Wallace. We thank the Boston Athletic Association officials, Executive Director Tom Grill, Race Director Dave McGillivray, and Start Coordinator Andy Deschenes for orchestrating another great race!

We thank the Board of Selectmen, Town Managers Office, all town departments, residents, businesses, and volunteers for all your cooperation and support!

Respectfully submitted,

Dorothy Ferriter-Wallace, Chair  
Hopkinton Marathon Committee

## Marathon Fund Committee

The first meeting of the Hopkinton Marathon Fund Committee took place on September 24, 1986. The Committee met to propose various ideas for allocating a \$15,000 gift to the Town from the Boston Athletic Association (BAA). Discussion included ways to promote and support variety of youth athletics and recreational programs. Most of the money went into the Town of Hopkinton general fund until 1987 when the Board of

Selectmen directed the Marathon Fund Committee to disburse the funds left over from any Marathon related expenses as outlined and approved by the Hopkinton Marathon Committee. Since that time, many Hopkinton groups have benefited from the BAA gift including: Babe Ruth Baseball, Hopkinton Jr. High Soccer, Baseball, Football and Hockey teams, Cross Country Ski Team, Graduating Student Athletes, Hopkinton Lacrosse, the

Hopkinton Senior Center, Little League Baseball, and Parks and Recreation requests.

The Hopkinton Marathon Committee is responsible for coordinating all aspects of the start of the Boston Marathon. It has always had the charge of forecasting all race related expenses in advance and approving those expenses which are then processed and approved by the Board of Selectmen. The Hopkinton Marathon Committee works very closely with the BAA, and ensures that all aspects of the start of the Boston Marathon are coordinated through the Committee as directed.

After all of Marathon related expenses have been approved, processed, and paid there are funds which remain in BAA Gift Account. This leftover amount is what the Hopkinton Marathon Fund Committee distributes. The fund is for use in the areas of recreation and athletics and the Committee encourages organizations, groups, and teams to make requests for use of the fund for those purposes; and in making recommendations of use of the fund, we attempt to support as many of those organizations, groups, and teams as possible.

Procedurally, the Hopkinton Marathon Fund Committee has operated under the following criteria:

- First come, first serve.
- Purchases may be for materials, equipment or service.
- Three bids should be submitted for consideration of a request.

Preference is given toward non-recurring items so the Marathon Fund does not become a permanent source for recurring programs, however historical exceptions have included (6) college scholarships for student athletes, and programs for Hopkinton Senior Center.

The annual scholarships for graduating high school seniors have been especially gratifying, and have served to be an important measure and demonstration of community support.

After paying BAA Marathon expenses, \$26,871.67 remained in the Hopkinton Marathon Fund FY 2014 for use. These funds have been allocated to:

- Six student-athlete scholarships for Hopkinton graduates
- Equipment rental for the post prom party
- The Hopkinton Senior Center exercise programs
- The Hopkinton Skate Park Club
- HHS efforts promoting the American Cancer Society's Relay-for-Life including support for the required police detail and porta-potties.
- Water bottles for the Elmwood Marathon Fitness Challenge
- Plaques for the Hopkinton High School "Hall of Fame."
- Additional staging for CAA (in collaboration with Parks & Rec).
- The Council on Aging and Hopkinton Senior Center Exercise Program

We thank the Town of Hopkinton for its on-going support, and look forward to serving the community in fiscal year 2015.

Respectfully Submitted,

Carole Nathan, Chairperson  
Colleen Charleston, Secretary  
John Coutinho, BOS Liaison  
Mary Jo LaFreniere, Marathon Committee Representative  
Ellen Scordino, Hopkinton School Committee Representative  
Dan Terry, Hopkinton Parks & Rec. Representative

## Open Space Preservation Commission

The Open Space Preservation Commission reviewed two parcels that were voted to be preserved because of their high priority on the Open Space Preservation Plan. As a result, we applied to the Community Preservation Committee for funding to preserve these two special parcels. Although there was overwhelming support from the public and there was over \$1,000,000 in the fund, the committee turned down our requests.

Our work preserving parcels from previous years gave us the opportunity to put Conservation Restrictions on sixteen acres on Whisper Way and Sylvan Way. This completes a very large tract of land containing over 100 acres off Wood Street referred to as Cameron Woods and with the Phipps property that makes four separate parcels all contiguous on the East side of

Winter St and Whitehall Reservoir that have been preserved.

The Commission continues to negotiate a Spring Street property where a potential 10 acres would be given to the Town.

Respectfully submitted,

Jeff Doherty, Chair

## Parks and Recreation Department

The Parks and Recreation Department is excited and enthusiastic as we approach a new year. We are prepared for new changes as well as maintaining the high quality programs provided to the town of Hopkinton. Our mission is to continue to enable and provide sustainable parks and recreation programs that enhance the quality of life for our growing community. Our vision is to be the community leader in providing and promoting high quality recreational experiences and park facilities that enhances the lifestyle of our diverse community.

The department is a custodian for Reed Park, Carrigan Park, Sandy Beach and boat ramp, EMC Park and baseball fields, Daniel Shays Field, Emerald Hills Field and the two Fruit Street fields. It is also responsible for the Town Common and Gazebo. The Parks and Recreation Department has accomplished several things this past year. The construction and expansion of Sandy Beach and boat ramp has been completed. This winter the department constructed an outdoor ice rink for people of all ages to enjoy. The department has also implemented a new and more user friendly registration system. Parks and Recreation has made an ambitious effort to promote our programs and reach out to the community through various modes of social

media. A new director was hired this year to lead and add stability to the department.

The Parks and Recreation Department strives to provide programs that serve all community members. This year the department continued to grow and expand our youth sports programs. Our High School boys' basketball league has grown for the third straight year and now has over 70 members. Enrollment numbers for our ski club grew to over 400 members this past year. The adult ladies softball league doubled in size in only its second year making it one of the most successful new programs.

Overall, the Parks and Recreation Department has seen over 1,600 participants in the past year. We are looking forward to continuing high quality programming throughout the town as the new year progresses. A priority will be placed on a few special projects this year. The restoration of the Claflin Memorial Fountain on the Town Common will begin soon. The department will also begin planning the construction of a new multi-purpose structure at the Fruit Street Fields. The department will work to continuously improve all the fields and parks to create family friendly places for everyone in the community to enjoy.

## Permanent Building Committee

The Permanent Building Committee ("PBC") was established in 2010 to act as the single committee to review and recommend actions on non-school Town buildings and those projects on land leased from the Town or using Town funds. These recommendations consist of analysis of Town needs, conditions of Town

buildings, identify need for projects and supervision of projects exceeding \$100,000 in cost.

Since its inception the PBC has reviewed and made recommendations on the design and construction of a new Library, expansion of the DPW, envelope repairs and improvements to Town Hall and smaller repairs to



other Town buildings. Town Manager has assigned the Town Engineer as staff support for the PBC and as project manager for projects overseen by the PBC.

In FY2014 the PBC is overseeing the development of the following projects; Library Expansion, expansion of the DPW, construction of the Phase II Town Hall Envelope Projects and replacement of the Fire Station Roof.

The Library Expansion Project moved into the Final Design Stage as the Town received a Grant from the Massachusetts Board of Library Commissioners (MBLC) and Town Meeting approved additional funding for final design and construction.

Phase II Town Hall Renovation Projects were bid and awarded and completed during the early 2015. The projects included remediation in the basement,

waterproofing and installing a sub drain system in the basement, historic replacement of slate roof and historic repair/repointing of three sides of the building.

Schematic Design of the DPW Expansion Project was funded at Town Meeting. The PBC was responsible for overseeing the selection of the consultant and development of the schematic design.

Funding for the replacement of the roof for the Fire Station on Main Street was approved at Town Meeting. The PBC was responsible for overseeing the selection of the architect and final design. The project was bid and awarded with construction being scheduled for completion in the Spring of 2015.

Respectfully submitted,

Dan McIntyre, Chair

## Planning Board

The responsibilities of the Planning Board are established by state law and by town bylaws. They include making a Master Plan for the Town, recommending designation of scenic roads and administering the Scenic Roads regulations, review of and action on subdivision and approval-not-required plans pursuant to Mass. General Laws Ch. 41, adoption of Subdivision Rules and Regulations for the Town, review of and action on plans pursuant to several zoning bylaws including Open Space and Landscape Preservation Development, Senior Housing Development, Garden Apartments in Residential Districts, Open Space Mixed Use Development Overlay District, Flexible Community Development, Site Plan Review, Neighborhood Mixed Use District, Off-Street Parking, Hotel Overlay District and Common Driveways. The Board also issues Earth Removal and Stormwater Management Permits and develops and holds public hearings on proposed zoning articles and presents them to Town Meeting for adoption.

During 2014 the Planning Board took the following action on several types of plans and applications:

Site Plan Review, Major Projects approved: 4

- 97 East Main Street – Weston Nurseries – Commercial sales building & garage
- 85 West Main Street – Thurloe Kensington Development, LLC – Two commercial buildings

- 42 Main Street – MNR Realty – Commercial building
- 132 East Main Street – Lenity Architecture – Hopkinton Retirement Residence at Legacy Farms

Site Plan Review, Minor Projects approved: 3

- 83 Wood Street – Dept. of Public Works – Pump station generator
- 35 Hayden Rowe Street – Verizon – Addition
- 5 Walcott Street – MNR Realty – Building renovation and parking area

Scenic Road Applications approved: 4

Approval-Not-Required Plans endorsed: 16, creating 4 new building lots

Special Permits granted: 2

Definitive Subdivision Plans Approved:

- Penny Meadow Lane (4 lots)
- 203 Pond Street (12 lots)
- Christian Way (5 lots)

Garden Apartment Site Plan Approved: Hayden Woods, 18 townhouse units

At the 2014 Annual Town Meeting, the Planning Board sponsored Zoning Bylaw and Zoning Map change proposals which were adopted:

- Adjusted the boundary line between the Residence A and Downtown Business districts to address lots in both districts;

- Amendments to the Floodplain District;
- Repeal the Subdivision Phasing bylaw;
- Regulations pertaining to Medical Marijuana Dispensaries;
- Amendment to the Open Space Mixed Use Development Overlay District to allow a hockey rink on an East Main Street parcel;
- Rezone land from Office Park to Neighborhood Mixed Use District.

The following proposed Zoning Bylaw changes were not adopted: 1) Change the minimum lot size in the Downtown Business District; and 2) Amend the Open Space Mixed Use Development Overlay District to allow 200 additional units at Legacy Farms.

The Board also sponsored articles to designate a portion of Chamberlain Street as a scenic road, accept a sidewalk easement on East Main Street and accept a gift of open space off South Mill Street in the Hunters Ridge subdivision.

The Planning Board established the following goals for FY14:

1. Downtown Planning – Work with the Downtown Revitalization Committee, Downtown Steering Committee, DPW, Historic District Commission, the Parks & Recreation Commission and others to implement the downtown plan and continued monitoring of parking needs. As part of this effort, work with Library and School officials to provide

input into decisions made with respect to the Public Library and Center School buildings.

2. Work toward sidewalk connectivity to meet pedestrian needs, and consider bike paths and bike lanes in the Town's land use planning and development review. Work with the DPW to create a sidewalk plan for the Town.
3. Update the 2007 Master Plan.

The Board is pleased that the Town has funded new sidewalks and sidewalk maintenance, and thanks the Department of Public Works for taking on this important project.

The Board amended the Subdivision Regulations in 2014, which were last amended in 2003.

The Board thanks members John Coutinho, Todd Holbrook and Dick MacDonald who left the Board this year, for their time and contribution during their service.

Kenneth Weismantel, Chairman  
 John Ferrari, Vice Chairman  
 Francis DeYoung  
 Francis D'Urso  
 Brian Karp  
 Frank Sivo  
 Deborah Thomas  
 Matthew Wade  
 Claire Wright

## Police Department

2014 has been a dynamic year for the Hopkinton Police Department. On April 1, 2014, I had the honor and privilege of being appointed as the Chief of Police of one of the finest police organizations in the State of Massachusetts. Prior to my appointment, Lieutenant Charles Wallace served in the capacity as interim Chief for a period of ten months. Lieutenant Wallace was recognized by the Board of Selectmen for his outstanding work in filling that role. On a personal note, I would also like to thank Lieutenant Wallace for not only his work as Interim Chief, but his assistance to me in facilitating a smooth transition as an outside Chief in a new organization. Lieutenant Wallace is the epitome of a consummate professional.

In the fall of 2014, Sergeant Mike Sutton retired from the force after 24 years of exemplary service. Sergeant

Sutton's experience and dedication to the town and the force will surely be missed. Sergeant Sutton's retirement left an opening in the rank of Sergeant. We conducted a promotional process with nine extremely qualified officers for the position. All had done extremely well in the process, and in December 2014, Timothy Brennan rose to the top with his experience and knowledge, and was promoted from the rank of Detective to the rank of Sergeant. A process was also conducted to replace the vacant detective position. Looking at the statistical data, and the case load of the previous detective, we saw a substantial increase in investigations (131% increase). We also saw an increase in sudden death investigations jumping from 5 in 2013, to 13 in 2014, an increase of 160%. With this information I thought it was prudent to fill a second detective position that had not

been filled in several years. Several officers competed for the position, and in the end David Shane and Gregg DeBoer rose to the top to fill the two positions. In October of 2014, we successfully filled a patrol officer's position. Officer John Corridan came to us from the Longmeadow Police Department. Corridan had two years of police experience under his belt, and had been previously employed in Hopkinton as a dispatcher. This combination made for an easy transition, and we are pleased to have this fine officer back in Hopkinton. 2014 has brought the addition of four new faces to the Department in dispatch positions. This is due to a full-time replacement, as well as the beginning process of dispatch consolidation with the Fire Department. Shanna Jackman made the transition from a part-time position to full-time. Victoria Schotanus, Nicole Corsi, and Jay Deiana have been added to the part-time dispatch ranks. All have been excellent additions to the Department.

The main purpose, or mission of the Department is to continue our commitment to the service of the citizens of the Town of Hopkinton. We will continue to devote our resources in a partnership with the community to foster a safe and secure environment, while reducing the threat of crime. In order to succeed in our mission, as a team we have set certain goals that will guide us to success. The process of accreditation is an important one. While we have solid policies and procedures, as well as great infrastructure in the area of facilities equipment and training, we are currently not an accredited department. Accreditation ensures that we are in compliance with the best practices, and up to date on latest policies and procedures, as well as current standards. We have begun this process with the Massachusetts Police Accreditation Commission. Lieutenant Chuck Wallace and Sergeant John Porter have been charged with the roles of Accreditation Managers. They have received training from the Commission, and have begun the process of self-evaluation. They, along with several members of the Department, will continue through the process until we first attain certification from the State, which will lead to accreditation.

School safety is paramount to our organization, and our goal is to continue to work in a collaborative effort with the School Department to ensure that the Hopkinton youth are learning in a safe environment. School Resource Officer Phil Powers plays an extremely important role in this process, and his dedication and hard work to the schools is evident in his success. We enjoy a partnership with the schools, and are part of the school safety board. Together we are always looking for

and applying best practices and innovative ways to keep our youth safe.

Prevention is an area where all communities should spend time and resources. In the area of community policing being able to recognize trends, patterns and potential dangers can often avoid major problems, or be prepared to deal with them. One area that has become a concern nationally and locally is the problem with opiates. We have been ahead of the curb in this area, and one of the first departments in this area to have our officers equipped with NARCAN, which is a nasal spray that our officers are trained in to reverse effects of opiates and save lives. While we are prepared to deal with these situations, we are working hard to prevent them. We have collaborated with our partners in the area of opiate education and awareness. I will also work with organizations and partners in the State to continue to find better ways to curb the problem of opiates, such as the issues of over prescribed opiates and tracking of prescriptions. Mental health calls is another issue in the area of prevention. We have seen a 72% rise in these types of calls. Often police options are limited in this area, and in some cases individuals with mental health issues may end up incarcerated when there are no other options available. Recently I have joined a partnership with the police chiefs from the Ashland, Sherborn, and Holliston Police Departments. Together we applied for a grant with the Department of Mental Health for a Jail Diversion Program, and I am proud to say we have just recently been awarded this grant. With the grant each community will have access 24/7 to a clinical mental health responder to assist officers on calls. With this grant, officers will also be afforded extra training in the area of mental health. These resources will effectively and appropriately resolve calls that involve individuals in crisis.

Proper relevant and continuous training are a necessity for any police agency. Over the past year officers attended over 800 hours of in-service training, which included legal updates, domestic violence, juvenile laws, and CPR. Prior to the 2014 Boston Marathon, a number of officers attended training in terrorism, suicide bombers and vehicle IED's. Officers were also trained in body observation and suspicious activity recognition (BOSAR) leading up to the Boston Marathon. Supervisors attended executive level supervision courses by FBI-LEEDA sponsored by the Massachusetts Police Training Committee. Officer Arthur Scholfield successfully graduated from the Reading Police Academy in August 2014. He also successfully completed a 13 week in-house field training program. Sergeant Scott Van

Raalten and Officer Burchard attended over 80 hours of SWAT training and attended the annual SWAT in-service in New Jersey for a week worth of training at the Federal Air Marshall facility. In conjunction with CEMLEC SWAT, patrol officers received active shooter training. Officers conducted drills during school vacation using the equipment supplied in each cruiser.

We will continue to seek out training, and utilize our state of the art training facilities by hosting trainings. This is a cost effective initiative. By hosting training we are able to obtain spots in the classroom at no costs to the Department. We will continue this practice, as well as take advantage of free trainings, and continue to seek grants to assist us. We continue to maintain grants, as well as continuously search for new opportunities with funding. In 2014, we received the following grants:

1. State 911 Department: Dispatch training and equipment
2. Executive Office of Public Safety and Security: Officer safety equipment
3. U.S. Department of Justice: Officer safety equipment
4. Child Passenger Safety Grant
5. MIIA Insurance: Officer Emergency Vehicle Operation
6. FBI-LEEDA Training Grant: Officer Training

This report would not be complete if we did not recognize some of the accomplishments of the hard working men and women of the Department in 2014. The 2014 Marathon certainly presented a host of challenges for the Department in light of the tragic events of 2013. The main challenge was adding an intense level of security while keeping the event family friendly. As Chief, I am proud to say that the men and women of the Hopkinton Police Department rose to the occasion. Under the yearlong planning by Lieutenant Charles Wallace and Sergeant Joseph Bennett, they were able to work with other stake holders, the BAA and our partners in law enforcement, and develop an extraordinary security plan which will be modeled by others for years to come. Because of the hard work and preparation by all, the 2014 Boston Marathon was a complete success, and it was an honor to see the talents of the members of our organization on display as the world watched.

Crime prevention has always been a focus by members of this Department, and Officers Stephen Buckley and Patrick O'Brien have been instrumental over the years with effective crime prevention programs. This year we hosted our first annual National Night Out. Officer

Buckley took the reins on this event, and was able to receive contributions and donations from local businesses to assist us. The event focuses on education and crime prevention, and also gives the public an opportunity to meet the Department in a fun family setting. I am proud to say that this event was a success.

We continue to work with our seniors in the area of crime prevention focusing in the area of senior fraud scams. Education has been key in preventing these types of fraudulent activities, and these programs will be ongoing to assure that seniors do not fall prey.

It is an honor for me to mention that in 2014, the Hopkinton Police Department received national recognition in the area of safety. The Voice of the People Awards recognizes outstanding communities as Identified by The National Citizen Survey. Below is an excerpt from the NCR press release On October 10, 2014.

"Hopkinton police focus on children's safety and outreach programs.

The Hopkinton Police Department partners with community organizations that share safety goals. A dedicated School Resource Office handles all aspects of school safety and interacts with students and faculty as well as attends school safety team meetings. These activities help to facilitate policy planning for future school safety protocols. Hopkinton police also focus on preventing the elderly from fraud and scams; education and engagement is crucial to preventing these crimes.

Since 2000, the Hopkinton Police Department has offered the Rape Aggression Defense Systems Training Class which has certified over 1,200 women in basic self-defense. This class is offered twice a year and consists of between four and five sessions."

Social Media has become a valuable tool for many police organizations. We have taken the initiative to use media as a tool to assist us in our mission. Sergeant Joseph Bennett, who has taken the responsibilities of public information officer, has stepped up in the area of social media. He, along with dispatch supervisor Meaghan Deraad, as well as members of my command staff, has been instrumental in utilizing social media as a tool. Social media assists with being as transparent as possible towards the public, alert the public of important incidents or issues, and can educate the public in the area of crime prevention. Our goal is to continue to build upon this process, as well as use any other technology or innovative ideas

that can assist us in our mission.

In closing, I would like to thank the members of the Hopkinton Police Department for all their hard work and dedication, all the town departments, our department head team, boards and governing body, and of course the good citizens of the Town of Hopkinton. All of you have been extremely cordial and accommodating to me in my first nine months here in

Hopkinton. I am proud of the partnerships that I have built, and will continue to build upon. I look forward to working with all in a collaborative effort.

Respectfully submitted,

Edward J Lee Jr.  
Chief of Police

# School Department

## School Committee:

The mission of the Hopkinton Public Schools is to equip all students with the skills and knowledge to become productive citizens and lifelong learners by providing appropriate learning opportunities in a physical, social, and emotional environment that fosters fulfillment of each student's potential. The School Committee is responsible for developing policies that support the mission of the school district and for adopting a budget that provides adequate funding for the schools. The Committee oversees and directs the management of the annual funds made available to the school system in the most strategic and cost-effective way possible. By working collaboratively with the school administration, town committees, town departments and community support groups, the School Committee dutifully and successfully carries out its responsibilities. Over the course of the last 12 months, much has been accomplished.

## Strategic Plan Adoption:

Members of the School Committee in collaboration with the administration, faculty, and broader community developed a strategic plan for the School District. This committee undertook a comprehensive process to define the strategic priorities that will guide Hopkinton's school district over the next six years. Budget requests and school improvement plans will all flow through this and, as evidenced in this year's budget process, every initiative will be able to point directly to an item from the strategic plan. This document will change and evolve as the needs of the district change over the next 6 years but will continue to be the touchstone for any work done in the district.

## Building and Facilities Goal:

The School Committee has also worked closely throughout the last year with the Elementary School Building Committee to advance a solution to Center School. Hopkinton was formally invited into the MSBA project process last year. Late last year we hired an architectural firm, DRA Associates, to lead us through the site selection and design process. Both committees, as well as the Board of Selectmen, are continuing to work to narrow these site options in order to present a solution to Town Meeting later in 2015.

## Budget Goal:

Last year, the Committee collaborated with the school administration and town leaders to develop and present a goals-driven, responsible budget for FY15 to the community, which passed at the May 2014 Annual Town Meeting. For the 2015 Town Meeting FY16 budget presentation, sustaining voter support for an FY16 goals-driven, fiscally responsible, transparently prepared budget is the Committee's goal. The FY16 budget recommendation strives to meet the educational needs of all students and focuses on key initiatives from the recently adopted strategic plan. The budget maintains reasonable class sizes as well as all current programming.

Respectfully submitted,

Jonathan Graziano, Chair  
Ellen Scordino, Vice-Chair  
Jean Bertschmann, Member  
Lori Nickerson, Member  
Kelly Knight, Member



# Superintendent of Schools

The Hopkinton Public Schools enjoyed another successful year in 2014. The school district worked collaboratively with other Town departments, elected officials, and town boards to gain approval of a \$37,151,141.00 budget at the May 2014 Annual Town Meeting. In planning their budget, the School District seeks to collaborate with town leaders to develop and present a goals-driven, responsible budget that provides for the effective management of the district and the ability to support key initiatives. The FY15 budget accomplishes the following goals:

- o Maintains reasonable class sizes
- o Makes Full Day Kindergarten available to all
- o Supports strategic plan initiatives
- o Improves service delivery in special education
- o Maintains all district curricula and extracurricular programs
- o Addresses key maintenance projects

Included in this budget is a recommended increase in technology integration positions to provide the necessary support and professional development for classroom teachers, increased and differentiated professional development opportunities and increased capabilities through an improved technology infrastructure.

Improving delivery of instruction for struggling learners was another priority that included a focus on Response to Intervention at the K-5 Level with the three schools working closely together to ensure continuity from school to school. A common intervention block at the end of the school day at the middle school resulted in the reduction of a position in the tutoring center.

A Co-Teaching Special Education Model was also introduced at the elementary level with the goal of providing targeted and individualized instruction to close the achievement gap.

Finally, the FY15 budget supported a tuition-free Full Day Kindergarten creates the opportunity for all of Hopkinton's youngest learners to experience a consistent learning framework and a continuum of learning that paves the way for well-established literacy skills for all.

In addition to the general budget, Town Meeting also supported the following capital articles related to the school district:

1. Hopkins Emergency Generator
2. Two Buildings and Ground Trucks
3. Middle School Auditorium Upgrades
4. Middle School Fire Alarm Upgrades
5. Joint IT Upgrades
6. Evaluate Roofs at Hopkins and High School
7. School Safety Upgrades

During the 2013-2014 school year, a seventeen member Steering Committee was formed that included representatives from school administration, the School Committee, faculty members from each school, and parents. The Steering Committee collected and interpreted data gathered from the survey, and from focus groups conducted with staff, students, administration, parents, and other community members. The Steering Committee utilized this information to draft the Strategic Plan's mission, values, vision, objectives and priority initiatives. The administrative team referenced the "Conditions of School Effectiveness" to draft the theories of action that will guide our work in the years ahead. The vision and values that came out of that work are listed below.

Vision: All students and educators will:

- learn and continuously grow as independent, confident, resilient, and thoughtful individuals willing to explore new ideas, reflect on progress, and challenge themselves.
- collaborate and thrive in rigorous and differentiated instructional programs to accommodate the differences in styles, needs, and readiness to learn.
- self-evaluate success and opportunities for improvement in a safe and supportive environment that values the welfare and happiness of everyone.
- Hopkinton Public Schools value: continuous learning.
- growth as individuals and as global citizens.
- a safe and respectful environment that nurtures critical thinking, creativity, collaboration, and communication.

Included in the Superintendent's goals as articulated in her annual plan were the following:

Goal 1: New Superintendent Induction Program. Develop skills in strategy development, data analysis, and instructional leadership by completing the first year of the New Superintendent Induction Program and earning at least Proficient ratings on each major assignment

Goal 2: Fair, Effective Classroom Teacher Evaluation. By May, principals' and district administrators' ratings of classroom instruction will reflect a shared understanding of what classroom instruction entails when it is being done at the Proficient level.

Goal 3: Maintaining Momentum During the Transition. Keep the district moving forward during this year's transition in leadership by working with principals and other district leaders to ensure that measureable progress is made on critical district and school goals. Each principal's School Improvement Plan will provide the focus for their individual goal setting, as well as the district's professional development plan.

Goal 4: Develop a Hopkinton Public Schools Strategic Plan. By May 2014, the district will have completed a new, 5-year comprehensive strategic plan. The strategic planning process will be instrumental in guiding the budgetary priorities for the FY15 budget.

Goal 5: Build the District Budget. Work with Mr. Ralph Dumas, Director of Finance, the School Committee, and Mr. Norman Khumalo, Town Manager to build a district budget that provides for the effective management of the district, and the ability to support key initiatives.

Goal 6: Center School Building Project - Work with the Elementary School Building Committee "To facilitate the development of a proposed solution to the operational and educational constraints of Center School that will be supported by the voters of Hopkinton, as well as the MSBA."

In summary, the school district continued to offer its students a quality education during 2014 while transitioning a new leadership team, implementing a new educator evaluation system and finalizing a strategic plan. I look forward to working with the school community and the Administrative Council during 2015 as we continue our efforts to constantly improve the Hopkinton Public Schools and the education of our students.

Respectfully submitted,

Cathy MacLeod, Ed.D.  
Superintendent of Schools

# Hopkinton High School

## Academics

The 2014 school year was rich with academic accomplishments for Hopkinton High School. We have one thousand, one hundred and fifty one students currently enrolled at Hopkinton High School, our largest student population ever.

As a school, we have a lot to celebrate. MCAS scores were recently published and 98% of last year's 10<sup>th</sup> grade students scored in the Advanced/Proficient for ELA, 95% for Math, and 93% for Science. Our advanced placement scores were also very strong. For

example, 457 students took a total of 912 AP exams in May 2014 in 21 different subject areas and 80.9% of them received a passing score of three, four or five.

In regards to providing our students with the proper supports, in the last Metrowest Adolescent Health Survey 93% of our students reported feeling safe and comfortable at school. Our guidance department includes 6 school counselors, 2 adjustment counselors and a school psychologist to offer the supports our students need both inside and outside of the classroom. We also have a tutoring center within the

building to help students who are struggling or have just returned from an extended absence.

We are continuing to find ways to reduce the overall stress level our students are experiencing. For example, we send a weekly student memo with upcoming events and announcements as well as stress management tips. We instituted a homework free February vacation and planned a 'de-stress' week this past March with fun activities during lunch and a guest speaker to talk to the students about finding a healthy balance in life. This is a major area of focus for the high school and continues to be this year as well.

We suffered many tragedies last year as a district including the tragic death of beloved 10<sup>th</sup> grader Abbie Benford last December. The school really came together and rallied around the message "Keep Smilin'" in memory of Abbie. We established a memorial garden for Abbie behind the high school and presented a Keep Smilin' Award at Senior Recognition Night to one male and one female from the class of 2014. The Benford family's vision is for the faculty/staff to nominate two graduating seniors who best represent the characteristics of being thoughtful, a good friend, hardworking, inclusive, loyal, resilient, has strong school and community spirit, is active in school community through athletics, the arts, school clubs, and/or student government, has a great sense of humor and is always laughing and making others smile. The award includes a plaque and a \$1,000 award towards the student's post-secondary education.

In an effort to support our students on the path to become college and career ready, we instituted a community service/internship requirement to complete during a student's junior year in order to graduate from Hopkinton High School. The goal of the "Junior Experience" program is to engage students in a different kind of learning experience outside of the classroom during their junior year as a way to help them get real-life experience, maybe explore a career of interest and to be ready for the transition to college or to work. The program hopes to foster independence, self-confidence, and a personal sense of responsibility for students as they take charge of their learning. Through 5 hours of either community service, job shadowing and/or internships with agencies in the area (with both for- and non-profit organizations), the Junior Experience will give students the opportunity to obtain real-life experience in the working world and help to strengthen the ties between Hopkinton High School and the surrounding community.

We are also very excited about some new course offerings at HHS including Intro to Robotics, Sports Broadcasting and HHS student help desk. Our school continues to be on the forefront of global initiatives by entering the sixth year of our Mandarin Chinese program. In addition, we are hosting 15 international students this year through our F-1 visa program. The students from Italy, South Korea, France, Germany, Brazil, and Norway are each being hosted by a Hopkinton family while attending school full time at HHS. This is a rich cultural experience both for the visiting students as well as students at our school.

Our school and district continues to be on the forefront of educational practice; including our curriculum design, our teaching methodologies and particularly in the area of integrating technology into our work. This year, we increased the offerings of online and blended courses for students and we're extremely excited that the high school is a completely 1:1 environment as we welcomed the incoming 9<sup>th</sup> grade classes as well as adding the senior class into the program.

Overall 91% of the class of 2014 went on to further education, with 86% enrolling in a four-year college and 4.3% in two-year colleges. The colleges they matriculated at are: The University of Alabama, American University, Arizona State University, Assumption College, Auburn University, Austin Community College, Babson College, Barry University, Binghamton University, Boston College, Boston Conservatory, Boston University, Bridgewater State University, Brigham Young University, Brown University, Butler University, Chapman University, College of Charleston, Clemson University, University of Colorado at Boulder, Colorado State University, Columbia College Chicago, University of Connecticut, Cornell University, Daniel Webster College, Dartmouth College, University of Delaware, East Carolina University, Elon University, Emmanuel College, Emory University, Fairfield University, Flagler College, Fordham University, Framingham State University, Franklin Pierce University, The George Washington University, Georgetown University, Georgia Institute of Technology, Gordon College, Haverford College, High Point University, Hollaender College, College of the Holy Cross, Indiana University at Bloomington, Ithaca College, James Madison University, John Carroll University, Johns Hopkins University, Juniata College, University of Kentucky, Lasell College, University of Louisville, Loyola University Chicago, Lycoming College, Lyndon State College, Marist College, Marquette University, University of Maryland, College Park, Massachusetts Bay Community College, MCPHS - Massachusetts College of Pharmacy & Health Sciences, Massachusetts Maritime Academy, University of

Massachusetts Amherst, University of Massachusetts Boston, University of Massachusetts Dartmouth, University of Massachusetts Lowell, McGill University, University of Michigan, Middlebury College, Middlesex Community College, University of Minnesota, Misericordia University, University of Mississippi, Mount Holyoke College, New England Institute of Technology, New England School of Photography, University of New Hampshire, New York University, Nichols College, North Carolina State University, Northeastern University, University of Northern Colorado, University of Notre Dame, Oberlin College, University of Pennsylvania, Pratt Institute, Providence College, University of Puget Sound, Quinnipiac University, Quinsigamond Community College, Rensselaer Polytechnic Institute, Rhode Island School of Design, University of Rhode Island, Roanoke College, Rochester Institute of Technology, University of Rochester, Roger Williams University, Rutgers University-New Brunswick, Sacred Heart University, Saint Anselm College, Saint Michael's College, Salem State University, School of the Art Institute of Chicago, Siena College, Simmons College, Skidmore College, Smith College, University of South Carolina, Southern Maine Community College, Southern New Hampshire University, St. Lawrence University, Stonehill College, Syracuse University, The University of Tampa, Temple University, Texas Christian University, Texas Tech University, Tufts University, University at Buffalo (SUNY), University of Vermont, Villanova University, Virginia Polytechnic Institute and State University, University of Virginia, Wake Forest University, Washington and Lee University, Washington University in St. Louis, Webster University (Vienna), Wentworth Institute of Technology, West Virginia University, Western New England University, Westfield State University, University of Wisconsin Madison, University of Wisconsin Platteville, Worcester Polytechnic Institute, Worcester State University, York County Community College.

Nine students in the Class of 2015 were named National Merit Commended Scholars: Cyrus Freshman, Jessica Hersch, Emily Lewkowicz, Julia Li, Brendan Long, Cassidy Lowell, Mary-Paule Monks, Tessa Patapoutian, and Amanda Pickens. Three students in the Class of 2015 were named National Merit Semifinalists: Erik Fliegauf, Brianna Gallo, and David Wang. These twelve students scored among the highest throughout the nation.

One hundred fifty-nine students at Hopkinton High School earned the designation of 2014 AP Scholar by the College Board in recognition of their exceptional achievement on the college-level Advanced Placement Program (AP) exams. When Governor Deval Patrick announced recipients of the John & Abigail Adams Scholarship program for the Class of 2015, 85

Hopkinton High School seniors will be offered the scholarship. This award qualifies these students for four years of free tuition at any of the state's public colleges and universities. These winners, all from the Class of 2015, earned the honor by being among the top scorers on the MCAS exam taken in their sophomore year.

### Science

Fifteen students in grades 9-11 participated in the science fair program by taking the virtual Research Methods in Science course offered to all interested students. All students competed in the Hopkinton Science Fair and the Worcester Regional Science and Engineering Fair at WPI. Students receiving awards at the regional fair went on to compete at the Mass. State Science Fair at MIT. Vanessa Prathab (11) won first place at the school fair, Parima Sharma (9) and Colin Staab (11) won second and third, respectively. At the regional fair, Quinn Fitzpatrick (11) and Colin Staab (11) both were awarded a third place prize, and Jenna Bogan (11) was awarded fourth. Quinn, Colin, Jenna, and Vanessa all competed at the state science fair where Quinn was awarded a third place prize. Three young scientists (Brian Best (9), Janvi Puri (9), and Hannah Sweeney (10)) also attended the Junior Science and Humanities Symposium at UNH in March to see projects from students all over New England.

### Music

The high school bands, chorus, and string ensemble performed throughout the year at various school concerts and town functions. The groups all performed at the Massachusetts Instrumental and Choral Conductors Association Festivals. The High School Concert Band earned a gold medal rating for superior performance and were invited to perform at the MICCA Gold Medal Showcase at Symphony Hall in Boston. Additionally, the High School Chorus, Repertory Band, String orchestra and Men's Choir earned a silver medal representing "excellent performance".

Students from Hopkinton were also selected by audition to perform with the Massachusetts Music Educators Association Central District Music Festival Band, Orchestra, or Chorus. Vocalists Sarah Billiter, Cassandra Clark, Courtney Forsmo, Bella Komodormos, Sophie Johnson, and Jack McAuliffe, performed with the Central District Festival Chorus. Representing Hopkinton in the District Band were Tiffany Hou and Rachael Chen. Cameron Montgomery, Ryan Turano, and Bronwyn Pappas-Byers, were selected for the District Orchestra.

Ryan Turano, Class of 2015, Jack McAuliffe, Class of



2016 and Bella Komodormos, Class of 2017 will represent Hopkinton High School at this year's Massachusetts Music Educators All-State Conference. Bella and Jack will perform with the All-State Chorus and Ryan will perform with the All-State Band.

In the fall of 2014, the Hopkinton High School Drama Ensemble, under the direction of Valerie von Rosenvinge (producer/director) and Isaac Brody (musical direction), wowed audiences with their production of *Singing in The Rain*. In addition to the 65 students involved in the cast and crew, there were 21 student musicians who performed in the orchestra under the direction of Craig Hay.

2014 also marked the end of Steve Yavarow's leadership of the Hopkinton music department. Over his 32 years of service, Steve grew the department to where it is today with just over 1000 students annually taking part in the department's offerings. A composition, "On Hopkinton" was commissioned and dedicated to Steve for his retirement.

#### The Arts

The Hopkinton High School Art Department is pleased to announce that our students were recognized with **56** state level awards in the **2014 Boston Globe Scholastic Art Awards**. Each students' artwork was selected from a field of over 14,000 entries from public, private, regional and arts magnet schools statewide. The Scholastic Art Awards, established in 1923, encompass the most competitive visual arts recognition programs on both the state and national level. Gold Keys are awarded to the most exceptional works in each category, and were advanced to New York for national judging. Gold Key winning artworks were also exhibited in Boston at Boston City Hall from March 7-28, 2014. In our state competition, Hopkinton High School students earned 4 Gold Keys, 15 Silver Keys, and 37 Honorable Mentions. Student work from every specialty at the high school was recognized.

Gold Keys in Drawing went to **Anne Dumas** and **Kaylyn Venuto**. In Ceramics a Gold Key went to **Erika Thomson**. A Gold key was also awarded to **Emma Wright**, in Painting. Silver Keys in Painting went to **Lauren Armstrong, Erica Stefano, Amanda Urlage** and **Emma Wright**. In Drawing, Silver Keys were awarded to **Penelope Martin, Julia Powers, Kate Schweikert** and **Amanda Urlage**. Silver Keys in Photography went to **Mckenzie Britt** and **Avery McKenna** and in Mixed Media to **Victoria Feng, Lili Kinsella** and **Emily Katz**. Silvers Keys were also awarded to **Christopher Kimura**

in Digital Art and **Andrew Rogers** in Ceramics.

37 Honorable Mentions were awarded to students in the following categories: Ceramics: **Ariane Apkarian Graham Kulig, Kendall Missaggia**; Drawing: **Meg Bradbury, Kendall Hoyt, Maggie Siegfried**; Digital Art: **Peter Dobinski, Ashley Scimone**; Graphic Design: **Aidan Curry**; Mixed Media: **Max Charteris**; Painting: **Katrina Brusser, Emma Dionne Helen Gao (3), Ted Hilger , Erica Hudson (2), Julia Wallingford**; Photography: **Mackenzie Britt (2), Julia Joshi, Amanda Pickens, Morgan VanBeek**; Photography Portfolio: **Matilde Mozzanega (8)**.

The Art Department also applauds **Sasha Hagan**, who was awarded first place in Photography at the Annual Congressional High School Art Competition. Congressman Joe Kennedy's office sponsored the competition and **Sasha's** photograph was on display at the congressman's office in Newton for the year.

On March 6, 2014, HHS Press was awarded an Honorable Mention for "**Excellence in Online Journalism**" by the **Suffolk University Department of Communication and Journalism Great Boston High School Newspaper Competition**. Congratulations to the Journalism and Newspaper students and their teachers, Sterling Worrell and Fred Haas.

Each year, the **HHS Honors Art Exhibit** showcases the work of top art students, those who have shown strong commitment to the arts, and who have created a significant body of work. Students exhibited their work in the galleries at the Hopkinton Center for the Arts, with an opening night for friends, family and school & community members that was held the evening of March 20, 2104. The show was advised by teacher Kris Kellenberger and six student artists exhibited their work: **Mckenzie Britt, Helen Gao, Erica Hudson, Lili Kinsella, Amanda Urlage** and **Kaylyn Venuto**.

On April 10, 2014, the Rochester Institute of Technology awarded teacher Sterling Worrell at a ceremony for their **Distinguished Teacher Recognition Program**. Sterling was nominated by former HHS graduate, Madison McKenna. The award is given to teachers "for outstanding dedication to students in their pursuit of education."

Nearly every art student exhibited their work at the Annual School Art Exhibit in May. Artworks were represented from all electives and both Fall and Spring semester courses. An official opening was held on May



15, 2014 and coincided with the Drama Program's One Act Play Festival and the Middle School Annual Art Show. The HPTA sponsored the second annual **Principal's Awards**, recognizing outstanding work at the show and was judged by Principal Bishop. The 2014 award winners were: **Mckenzie Britt, Sasha Hagan and Erica Hudson**. In conjunction with the show, our catalog of student artwork, **Hop-Art 2014**, was published with a grant from the HPTA. The catalog featured over 50 artworks selected by guest juror, Kathleen Smith Redman, Exhibitions Director, New Art Center. The juror's reflection along with images of student work can be viewed online at the Art Department Website located off of the district's homepage.

Also in May, the HHS Art Department nominated two juniors, **Max Charteris** and **Amanda Urlage**, to attend the 2014 Art All State Massachusetts event at the Worcester Art Museum. These students attended the intense 2 day program with over 145 other Massachusetts' high school juniors. Over the two days students worked in groups with professional artist mentors and designed original installation pieces. Students learned about art related career opportunities and explored contemporary art. The event commenced with a public viewing of each installation along with a special reception.

During the Spring of 2014, Vinny's Pizzeria owners Liz & Shawn consulted with teacher Kris Kellenberger, to install 16' of new Walker Art System to create a visual art gallery in the shop. The premier student exhibit in June/July at Vinny's featured a variety of works from Ms. Kellenberger's Advanced Placement, Studio Art 5, and Studio Art 4 classes. Works by juniors **Annie Dumas, Chryssanthi Barris, Victoria Feng, Mia Coutinho** and seniors **Emily Joyce, Maggie Siegfried, and Julia Powers** hung during the month of November, 2014. The display was a success, stimulating a lot of conversation in the shop among students and community members, and has inspired monthly rotating shows.

### **Clubs and Activities**

In the 2014 season, the **Mock Trial** club competed against teams from Milford High School, the Brandon School, and Franklin High School. All of the trial enactments took place in local district courts, adding to the excitement of the competition. This year's fictitious criminal case concerns Harry Kumar, a man whose life was cut short when he was shot by the defendant. But was the shooting a criminal act, or was the defendant legally justified in aiming his gun at Harry and pulling the

trigger? If the shooting was a criminal act, was it murder in the first degree, or was the defendant acting in self-defense? The students played roles of witnesses (including the defendant, the defendant's nephew, the decedent's daughter, a police officer, and two forensic experts) and attorneys as they explored these questions. The team worked hard this season, led by captains Penelope Martin and Zachary Best.

### **Robotics Club**

The Hopkinton High School robotics team – Team 5163, the Aluminum Warriors – competed in the FIRST Robotics Competition (FRC) this year. After competing at the FIRST Tech Challenge (FTC) level for the past three years, they decided to move up into the “big leagues” and build a bigger and more powerful robot in order to compete in the *Aerial Assist* game. After spending six weeks planning, designing, and building their robot, the team competed in two district events, the first at Nashua South High School in Nashua, NH, and the second at Bryant University in Smithfield, RI. Due to their outstanding defensive capabilities, they were chosen as an alliance partner where they competed in the finals, and ultimately ended up in second place. The team consisted of 14 students: three seniors, one junior, eight sophomores, and two freshman. The three seniors graduated and are now pursuing technical degrees at Worcester Polytechnic Institute (WPI), Daniel Webster College, and the University of Massachusetts.

Hopkinton High's **Model UN** club saw some remarkable achievements over the course of the 2013-2014 school year. Model UN saw a number of new members attend meetings and conferences, all of which demonstrated a passion for negotiation and diplomacy that tremendously helped the club. After experiencing success at a two one-day conferences in the first half of the year, the club attended conferences at the Massachusetts Institute of Technology and the University of Massachusetts Amherst for weekend-long conferences. Numerous club members won individual accolades for their work during committee at both of these conferences. These individual accomplishments all conspired to help the club win UMassMUN's Best Large Delegation Award, which is the seventh delegation award in a row for Hopkinton. In November of 2014 the Model UN club attended its first Ivy League Model UN Conference at Brown University's Simulation of the United Nations. The Hopkinton students did very well in their committees and all had enjoyable experiences on the Brown campus.

**National Honor Society** had a membership of 182 juniors and seniors. Over the course of the academic

year as a group the organization participated in MLK Day in Hopkinton, working to create and donate blankets and coloring books for Children's Hospital in Boston as well as Metrowest Medical Center in Framingham. The group also led an afternoon tea for the Seniors of Hopkinton in April. This tea was a wonderful opportunity for the high school students to talk with and learn from the seniors of their community. The organization also gave one \$500 scholarship to a senior who demonstrated the four characteristics of National Honor Society - Leadership, Academic Success, Character and a Commitment to Service. Additionally, each of the members was responsible for twenty hours of community service on their own time. Together these students volunteered more than 1,800 hours in the greater Boston area at varied organizations servicing the young, old, artistic community, athletic community, those in hospitals and much more. By the end of the year this number will be over 3,600 hours!

Hopkinton High School's clubs have many community service partners. They include: American Cancer Society, American Red Cross, Angel Fund, Bay Path Humane Society, Best Buddies, Friends of Greyhounds, Golden Pond, Hopkinton Senior Center, Lions Club, Martin Luther King Day Community Service Project, Michael Carter Lisnow Respite Center, Milford Hospital, Project Just Because, Project Bread/Walk for Hunger, Relay for Life, Special Olympics, and Women Shelters.

#### Athletics

The 2014 calendar year was another excellent year for Hopkinton Athletics.

#### **Winter 2013-2014**

2014 kicked off with the Hillers winning TVL Titles in Girls Indoor Track, Cheerleading and Co-Ed Swimming and Diving.

The Girls Indoor Track Team once again went undefeated and had great showings at the Divisional and State Meets. Senior Jessica Scott was selected to the Boston Globe All-Scholastic Team and was named Runner of the Year. Jessica was the All-State Champion in the 55 meters and the long-jump, as well as New England Champion in the 55M. Coach Brian Hall was selected as TVL Coach of the Year. Jessica Scott, Melissa Lodge, Lauren Hazzard and Shelby Aarden were selected as TVL First Team All-Stars.

The Boys Indoor Track Team finished in 2<sup>nd</sup> place in the TVL with a 7-2 record. Tim Towner was selected as a TVL First Team All-Star.

The Winter Cheer Team had a fantastic season

capturing 3 tournament titles, including a TVL Title. The squad finished second in the Division 2 Regionals and placed 4<sup>th</sup> at States qualifying them for the New England Championships. Kim Cardillo and Michelle Horrigan were selected as TVL All-Stars.

The Wrestling Team had a historic season as they captured the Central Division 2 Sectional Championship. The team finished 23-3 and finished in 2<sup>nd</sup> place in the TVL. For his efforts Coach Tim Nelson was voted Division 2 Central Coach of the Year. Lucas Kaminski, Wyatt Beach and Conrad Lavoie were select as TVL First Team All-Stars.

The Boys Basketball Team had a memorable post-season run before losing in the Central Division 2 Finals to Concord-Carlisle. The team finished the season 13-10 led by TVL First Team All-Star Chris Moberg.

The Girls Basketball Team was led by TVL First-Team All-Star Meghan Hynes as they finished 16-6 before losing in the Central Mass Sectional Semi-Finals.

The Swimming and Diving Team had another great season as they captured the TVL Co-Ed Swim Title as well as the TVL Conference Meet Title. The Girls Team finished 3<sup>rd</sup> at Sectional and 6<sup>th</sup> at the States and set 3 school relay records. Diver Reece Donahue was the Boys Division 2 State Champion as well as a Boston Globe All-Scholastic. The following were selected as TVL First Team All-Stars: Spencer Franklin, Andrew Madigan, Reece Donahue, Greg Reimonn, Andrew Devine, Patrick Reimonn, Bridget Coffey, Renee Salois, Victoria Feng and Brianna Gallo.

The Boys Ice Hockey Team had a tremendous season as they finished 12-7-1 with the 12 wins being one more than the previous 5 seasons combined. The team qualified for the MIAA State Playoffs for the first time since 2008. For his efforts in turning around the Hiller Hockey program Chris MacPherson was voted TVL Coach of the Year. Cam Finlayson was voted a TVL First Team All-Star.

Hopkinton High School joined with Dover- Sherborn to play the first ever year of Girls Varsity Ice Hockey.

#### **Spring 2014**

In the spring of 2014, 7 out of 8 spring athletic teams qualified for the State Tournament, with the Girls Tennis Team, The Girls Track Team and the Softball Team capturing TVL Titles.

The Girls Track Team captured yet another TVL Championship. The team continued their strong performances in the post-season where they finished 3<sup>rd</sup> in the Division 3 State Meet and then 6<sup>th</sup> at the Massachusetts All-State Meet. Senior Jessica Scott closed out her incredible high school career by winning the 100 meter All-State Title. At the Division 2 State Meet Jess won the 100 meter and placed 2<sup>nd</sup> in the long-jump. At the Division 2 State Meet Lauren Hazzard placed 2<sup>nd</sup> in the mile. Jessica Scott, Shelby Aarden, Lauren Hazzard and Autumn Kramer were selected as TVL First Team All- Stars. Jessica Scott was selected to the Boston Globe and Boston Herald All- Scholastic Teams.

The Softball Team captured a 5<sup>th</sup> straight TVL Title as they went 17-1 in the TVL. In the State Tournament the Hillers moved up to Division 1 and advanced to the Division 1 South Semi- Finals. Erica McBride and Alissa Karjel were selected TVL First Team All- Stars. Alissa was also selected to the Boston Herald All- Scholastic Team for the 2<sup>nd</sup> year in a row.

The Girls Tennis Team led by TVL MVP Olivia Anderson went 14-1 in the TVL. Olivia, Vanessa Prathab, Ameera Hammouda and Katie Schneider were selected as TVL First Team All- Stars.

The Girls Lacrosse Team was 9-9 qualifying for the State Tournament led by TVL First Team All-Stars Taylor Sokol and Julia Macchi.

The Boys Tennis Team qualified for the State Tournament with a 10-8 record.

The Baseball Team was led by TVL First Team All-Star Nick Burns in going 12-8 and qualifying for the Division 2 State Tournament.

The Boys Track Team was 4-2 in the TVL.

The Boys Lacrosse Team finished the season 7-11 as they lost 7 one goal games.

#### **Fall 2014**

The Fall 2014 Athletic Season was highlighted by a Volleyball State Championship, as well as TVL Titles in Boys Cross Country, Cheerleading, Golf and Volleyball.

The Volleyball Team captured the school's first ever Volleyball State Championship, Central Massachusetts and TVL Titles. Coach Margie Grabmeier was selected Boston Globe Division 2 Coach of the Year. Holly Adams

and Hanna Engstrom were selected as Boston Globe All-Scholastics and to the Division 2 All-State Team. Coach Grabmeier was also inducted this fall into the Massachusetts Volleyball Hall of Fame and Adams , Engstrom, Renee Coopridar and Kaitlyn West were selected TVL First Team All-Stars.

The Golf Team made it two years in a row of being undefeated TVL Champions. Matt Johnson qualified for the individual state championships. Jimmy Hervol was TVL Co-MVP and Geoff Holler, Johnson and Hervol were TVL First Team All- Stars.

The Boys Cross Country Team won the Tri Valley Championship Meet after an undefeated regular season. Coach Jennifer Fairbanks was selected TVL Coach of the Year. Evan Park and Brian Gao were TVL First Team All- Stars.

The Girls Cross Country Team went undefeated during the Tri Valley regular season and finished in 5<sup>th</sup> place at the State Eastern Sectionals and 12<sup>th</sup> at the State Championship Meet. Shelby Aarden, Molly Hawkins and Lauren Hazzard were TVL First Team All- Stars.

The Fall Cheerleading Team had another great season as they won the TVL Title, hosted and won their own invitational, came in 2<sup>nd</sup> place at the South Regionals and qualified for the State Championships where they placed 4<sup>th</sup>. Rachel DeMore and Maia Guelfi were TVL First Team All- Stars.

The Girls Soccer Team qualified for the state tournament losing in the first round to Scituate. Goalie Maddison Gierschick was a State, Eastern Mass and TVL First Team All- Star.

The Boys Soccer Team fell 1 point short of qualifying for the state tournament.

The Field Hockey Team had a very strong second half of the season qualifying for the state tournament. The team defeated Notre Dame of Hingham 1-0 scoring in stroke play after 2 scoreless overtime sessions. The team lost to Norwood in the next round. Goalie Sara Freedman was selected a TVL First Team All- Star.

The Football Team once again qualified for the MIAA Playoffs where we were defeated in a close game by Milford. The team record went 5-6. Andrew Donohue, Jack Guelfi, Patrick Ryan and Josh Sokol were selected as TVL First Team All- Stars

# Hopkinton Middle School

"At no other time in the life cycle are the chances of finding one's self and losing one's self so closely aligned."

-Erik Erikson

Throughout my career, when telling people that I am a Middle School educator their response usually involves a wince and some form of "How can you possibly do that?" Similarly, when I was teaching grades 7 and 8, students would visit from the high school and ask when I would "take the next step." My answer to my former students and those that ask now is that I cannot imagine a more exciting, enjoyable, dynamic, and challenging work environment. I love working with this age group as a teacher and as an administrator.

Middle School is all about transition--our students are just five or six years removed from their very first days of school. On the other side, they are just a few years from college or the workplace. As middle level educators, we look to their questions, their enthusiasm, their interests and we present possibilities and areas of discovery. These opportunities, along with providing an inviting place to belong and connect with others is one of the reasons we have added over 15 new clubs the past three years and we continue to look to add more. Beyond thinking about young adolescents in the middle of their academic careers, we know that they are also striving to break from adult dependency. Throughout my career as a middle level educator, I regularly see students who create the impression that they do not want adults involved in their lives, yet I see how much our kind words or a caring act mean to them, and how they can light up when we ask the right question and move them past an answer like, "nothing happened today in school."

Middle school is a place where students can find their passion that may eventually turn into their career. Creating this environment is best accomplished when we work together--from the staff and parent volunteers on School Council, to the parents who give their time to the many events at our school, to the hours and resources poured into many extracurricular events and activities throughout the year, to the commitment by our staff. Not only do these elements give me tremendous pride in this great school, but I see the impact it has on our young adults. We continue to seek

innovative ways to help our students find academic, extracurricular and social success while making healthy and informed decisions; this cannot be successfully accomplished without everyone working together.

While it is one thing to have a vision for a school, it is another to have the staff in place to accomplish these things. Our staff are the ones who work with students each day, who recognize their efforts and provide feedback for improvement. They are the ones who stay after with students who need help in a subject or who want to start a new club. They are the ones that create safe classroom environments, who ensure that learning is a constant, that their curriculum is current, engaging and aligned, and that students understand the objectives of each unit and why the skills and understandings of each are essential. They are the ones behind the scenes helping Hopkinton's children--our students--to achieve what all of us believe they will need in order to be productive, engaged members of a world that will likely look very different than it does now. I want to recognize their hard work to make HMS the great place that it is and whose efforts place students at the center of all that we do. We were happy to add nine new staff members to Hopkinton Middle School committed to this vision:

**Maryfrances Smith** brings an energy and enthusiasm that is unmatched; she will be inspiring our 6th graders about the magic of science. Maryfrances has an eclectic background. In addition to her certification in science, she graduated with a Bachelor of Science from the State University of New York in theater, acting, and directing. Maryfrances was also a former Nature's Classroom director of programs and outdoor living training director.

**Marilyn Miracle** is our new Foreign Language Department Coordinator for grades K through 12. This is a new position, and as part of this position Marilyn will be teaching several courses at the high school. Marilyn completed her Administrative Licensure Program through Boston University, received her Bachelor's Degree as a Spanish major from Earlham College, and finished her Masters Program at Ball State University. Marilyn believes that "the goal of every student is to become truly bilingual, if only to be able to truly understand another person's culture, making students



citizens of the world, not merely the United States.” Marilyn brings great energy and enthusiasm to this new position.

**Bruce Elliott** is a familiar face around Hopkinton. He has served as a substitute teacher in the Hopkinton district and is now the K-12 Wellness Coordinator. Bruce graduated from Azusa Pacific University receiving his Masters of Science degree in Physical Education. He also received his Bachelor’s Degree in Marketing Management from California State Polytechnic University. Bruce has been a baseball coach as well as a recruiting coordinator.

**Cathy Anusauskas** has been serving as a seventh grade math teacher at HMS for the past 8 years. Cathy will be taking on the challenging new position of Middle School Math Interventionist. Cathy received her Bachelor’s in Business from Assumption College and her Master’s in Education from Cambridge College. For the past two summers, she has been working with adult education as a teacher for the Department of Elementary and Secondary Education.

**Megan Rooney Elder** teaches grade 7 math. Her most recent experience was that of a math teacher at Framingham High School. Megan has her Bachelor’s Degree from Villanova University and her Master’s Degree from the University of Massachusetts. Megan also served as client service associate for Morgan Stanley Smith Barney. Megan believes that her job makes her “not only responsible for teaching her students math, but also teaching her students to believe in and respect themselves.”

**Julie Feeney** teaches grade 8 foreign language, and comes to us from a teaching position in Vermont. Julie has her Masters of Social Work degree from the University of Missouri–Columbia, her Master’s in Teaching from Simmons College, her Master of Professional Communication from Clark University, and received her Bachelor in Spanish Language and Literature also from Clark University. Julie also served in the Peace Corps as a municipal development volunteer in Paraguay.

**Jessica Barrett** teaches grades 6-8 Art. After receiving her Masters in Engineering from Tufts University School of Engineering and working in that field, Jessica decided to put her love of art to work and pursued Masters of Art in Teaching from Tufts. The combination of the two allows Jessica to approach her instruction and her students’ art from a multidisciplinary perspective.

**Christine Kouris** teaches grade 7 math. She received her Bachelor of Science in Elementary Education from

Bradley University and received her Masters of Education in Teaching and Leadership from St. Xavier University, both in Illinois. Christy has received many honors including the Outstanding Middle School Educator from the Waukegan Community and the Allan Mann Excellence in Education Award.

**Linda Colby** joined us as our new Technology Integration Coordinator. Linda received her Masters in Instructional Technology from Framingham State, her Masters in Business Administration from Clark University, her Associates Degree from Quinsigamond College, and her Bachelor of Arts in Fine Arts and Education from Anna Maria College. Most recently, Linda has been working at Genzyme Corporation in Framingham. An experienced teacher, Linda spent many years in the Leicester School District.

By working together, Hopkinton Middle School accomplished tremendous things in 2012-2013:

- Hopkinton Middle School was named a 2012 Commendation School by the Department of Elementary and Secondary Education. Our school was one of only 64 schools across the state to receive this designation awarded to schools for students’ high achievement, high growth, and the narrowing of proficiency gaps.
- During the school day, as guided by our school improvement plan, we added periods of intervention and enrichment, called “Hiller Block” during which time students received intervention in math and English and enrichment in science, social studies, English, foreign language, and technology.
- In May, we learned that the Hopkinton Education Foundation approved a grant to fund the technology needed to bring to HMS Project Lead the Way, a hands-on, project-based program designed to expose students to areas of science and technology.
- In “extra-curriculars,” this past year, we created a Hopkinton Middle School newsletter, *The Hiller Holler*. The newsletter is one example of how we are constantly striving to make Hopkinton Middle School an outstanding place to *Learn, Create and Achieve Together*. This is an extensive monthly effort to provide you with information and updates during and after the school day.
- We added several new clubs to our ever-increasing mix, “Investment Club,” “Science Fair,” “History Club,” “Golf Club,” “Yoga Club,” “Running Club,” and “HMS-TV.”



- In May, grade 6 through 8 students had the opportunity to display their work throughout our school in the first annual HMS Art Show.
- Hopkinton Middle School was host to Dick and Rick Hoyt for a presentation to our grades 7 and 8 students and teachers. The Hoyts brought their message of commitment, perseverance, and dedication to our school community.
- In March, we released the [Hopkinton Middle School Lip Dub](#).
- We presented the first-ever Hopkinton Middle School Student Talent Show.
- The School Climate Committee launched ["The Sky's the Limit" Courtyard Campaign](#) an initiative that will transform our Courtyard.
- From January 25 to March 1, 2012, students and staff at Hopkinton Middle School participated in a competition to see which homeroom and student could "donate" the most rice to help stop world hunger. To "donate" rice, students answered questions from a variety of topics ranging from famous paintings to basic math. For each question

students answered correctly, the United Nation's World Food Program donated ten grains of rice to feed hungry people. All together, students and staff donated 5,928,020 grains of rice in just over a month. Students accomplished this feat exclusively in their spare time.

- The evening before our last day of school, we offered our grade 8 students the first ever Promotion Ceremony and Celebration.

Each accomplishment from this past year, and the programs and progress that we sustain are a credit to our hard-working, creative and dedicated staff, our motivated and engaged students, and our passionate and supportive community.

Thank you again for your efforts and support.

Respectfully submitted,

Alan M. Keller  
Hopkinton Middle School Principal

## Center School

Families are drawn to Hopkinton for the quality education Hopkinton Public Schools is known for. Center School is situated on the edge of the Town Common in an historic building with many needs. The community has been seeking a solution to the challenges of Center School. In November 2013, the Massachusetts School Building Authority (MSBA) invited Hopkinton into the Eligibility Period. In March 2014, the MSBA Board voted to invite the Town of Hopkinton to collaborate on a Feasibility Study to look at possible solutions to the deficiencies identified at Center School. During this ongoing phase, the District and its team (Owner's Project Manager and Architects) collaborate with the MSBA to document educational programming, generate an initial space summary, document existing conditions, establish design parameters, develop and evaluate alternatives, and recommend the most cost effective and educationally appropriate preferred solution to the MSBA Board of Directors for their consideration. The community has also been involved via multiple community forums.

Center School welcomed Lauren Dubeau as principal on July 1, 2013. Ms. Dubeau has taught at the early

childhood level; both special education and general education. She served as principal of an early childhood school, PK-2, prior to her tenure in Hopkinton. Center school also welcomed physical therapist Rachel Kerls. Ms. Kerls' experience as a pediatric physical therapist at a Boston Hospital has greatly supported Center Students. Ms. Kelly Pickens transitioned from school psychologist to school guidance counselor the 2013-2014 school year.

Center School experienced increased enrollment over the course of the 2013-2014 school year. The year began with an overall school enrollment of 416 comprised of 224 first grade students and 192 kindergarten students; 88 enrolled in full day kindergarten (FDK), 104 enrolled half day kindergarten (HDK). The school year ended with a school enrollment of 430 students; 230 first graders students and 200 kindergarten students; 88 enrolled in FDK and 112 HDK. The central focus continues to be meeting the needs of all learners in kindergarten and first grade. Both Kindergarten and First Grade addresses the educational needs of the whole child at the early childhood level in

a proactive manner strengthening the foundation for all students, with the goal of decreasing the need for remediation in later years. An excellent Early Childhood program is critical in providing students with a successful beginning at school resulting in motivated students and a model of prevention over remediation. Investing in quality early learning programs is the most efficient way to affect school and life success.

Teachers met weekly at Professional Learning Community meetings, (PLCs), to discuss curriculum, assessment, and instruction. These focused meetings positively impact student growth. Center School professional development, meetings, and PLC times remained very focused on the school's goals as outlined in the School Improvement Plan with a focus on literacy, math and the creation of a respectful school environment. Staff continued to implement *Responsive Classroom* through the daily routines and expectations, expanding knowledge of this positive approach resulting in consistency and a common language throughout the school.

The Hopkinton elementary schools strengthened collaboration publishing a joint Elementary Handbook as well as an Elementary School Improvement Plan. These have resulted in improved alignment, a strengthening of goals with a shared vision.

We are fortunate to have strong community groups that support Center School. The Hopkinton Education Foundation (HEF) awarded Center School a Foundations in Engineering grant, which will enhance our instruction

resulting in a unique experience for Center School students by providing innovative, interactive experiences that facilitate a deeper understanding of STEM concepts. Kindergarten and first grade students will engage in hands-on lessons developed by the Boston Museum of Science that directly support the Massachusetts Science and Technology/Engineering Standards. A culminating activity will be a visit from a traveling museum, Mobile Ed's STEM Museum. Our Center School gymnasium will be transformed into a state-of-the-art hands-on children's museum focused on STEM education in April of this year. Students will engage in workstations that will not only augment our science and math curriculum, but also expose them to high-tech fields of study. The Hopkinton Parent Teacher Association (HPTA) has sponsored a variety of enrichment activities including a 2015 performance by Pumpernickel Puppets, which supports the launch of the kindergarten engineering unit.

Parents continued to have a presence at Center School in a variety of roles including room parent, mystery reader, art room volunteer, community gardener, and library volunteer. We thank all families who supported Center School during the 2013-2014 school year, be it at home organizing book orders to reading with students in class. All volunteers contributed to our Center School community.

Respectfully submitted,

Lauren Dubeau, Principal

## Elmwood School

Elmwood School consists of all the second and third grade students attending the Hopkinton Public Schools. As of December 31<sup>st</sup>, 2014, 469 students were enrolled at Elmwood School, a decrease of 12 students from the previous year. There were 11-second grade classes consisting of 243 students and 10 third grade classes containing 226 students. The number of second grade sections increased by one; due to the increase of enrollment and the third grade decreased by two classroom sections due to the decrease in enrollment. As a result, Elmwood had a net decrease of one general education teaching section. Class sizes in 2014 averaged 22-23 students per class in grade 2 and

23 to 24 students in grade 3.

Professional Development:

A focal point of our work this year for professional development has been around the implementation of the Response to Intervention Model (RTI). RTI is a model of instruction which utilizes research based instructional practices to implement support for students. Supports are determined using data collection methods, and RTI focuses specific skills in need of improvement. This year, the Elmwood Master Schedule built in RTI blocks which scheduled personnel to support specific students receiving interventions during this RTI time. This model

has had a significant impact on the allocation of resources across all classrooms, and has already demonstrated effectiveness with student achievement gains. The entire faculty was trained by a nationally renowned presenter during the November 2013 Professional Development Day (funding was partially utilized from the Title 1 grant). Subsequent training brought Elmwood into "phase 2" of RTI implementation in the fall of 2014.

In 2012, the state mandated that teachers who teach non-native English speaking students must take the Sheltered English Instruction (SEI) training. As a result, this content heavy and demanding graduate level course was taken by two second grade and one third grade teacher during the 2012-2013 school year, with two additional teachers and both Elmwood administrators trained in 2014.

#### Supervision and Evaluation

The state-mandated Massachusetts Supervision and Evaluation process is now in its second year of implementation at Elmwood School. The increase in Administrative support (0.5 Assistant Principal) for the 2013-2014 school year has proven to effectively implement the state mandated supervision and evaluation system, which requires daily classroom visits, timely and consistent feedback to all educators, collection of evidence for instructional effectiveness, additional conferences and individual meeting and mentoring time with educators, and ongoing progress monitoring of teacher effectiveness throughout the school year.

#### Enrichment

Elmwood School continued to benefit from the support of the HPTA, which sponsored the costs of the third grade Techsploration and Plimoth Plantation Program, and the second grade Living Historian Visit. For the first time in 2014 year, Elmwood School was awarded a \$5,000.00 grant from the Massachusetts Cultural Council. The funding was used to sponsor Musician-in-Residence, Tony Vacca. Tony connected music, dance, and African culture to Elmwood's Math and Science Curriculums over an 8-day residency. Tony also performed an evening concert open to the public, as a culmination of his residency at Elmwood School in May, 2014.

Elmwood School was also awarded a \$5000.00 grant from an anonymous donor to purchase two VEX IQ Robotics Kits. Elmwood was able to run its first after-school Robotics program under the direction of Mrs. Christine Gniadek, Elmwood Technology Integration

Specialist. Elmwood competed at Blackstone Valley Regional Technical Vocational High School in the fall of 2014 against schools from all around Massachusetts – (including several high schools). Elmwood scored second place, and will be competing in its second event in March 2015 at Quinsigamond Community College in Worcester, MA,

Elmwood School ran two clubs in 2014. The Eco Chicos club was developed in partnership with High School students from the Environmental Education Club. This program was entirely planned and run by high school students, who designed and implemented a science curriculum to 22 third grade students in the spring of 2014. In addition, the Bridges Program Grant was awarded to Elmwood and sponsored by the HPTA, Golden Pond, and the Hopkinton Senior Center. The grant award (\$2000.00) enabled Elmwood to run this program. This grass-roots effort laid the groundwork for starting up the intergenerational Bridges program, which ran from March to June, 2014.

#### Fundraising:

Elmwood benefited from the collection of Box Tops for Education, Price Chopper Award Points, and Target Red Card points. As a result, Elmwood School netted close to \$2000.00 to purchase supplemental curriculum materials, and to help fund the Eco Chicos and Bridges Program.

#### Crisis Response and Preparedness:

Elmwood's Crisis Response Team, consisting of 11 members, continues to meet to examine ways in which to make Elmwood School more secure, while at the same time developing plans and provisioning supplies.

#### School Council:

The Elmwood School Council met monthly throughout the year. The Council was instrumental in preparing the Elmwood School Budget and creating a school improvement plan for the 2014-2015 school year. This year's Elmwood School Improvement Plan had two goals focusing upon improving reading and math achievement and a third goal focused on the incorporation of the Responsive Classroom philosophy throughout the school.

#### Other Highlights:

Our long-standing relationship with the Michael Carter Lisnow Respite Center continues to be a means of inculcating disability awareness amongst our students. In December, the Elmwood faculty Bell Choir performed at the Center with holiday sing-alongs. All second graders toured the Center in June of 2014. Our goal is

to show our students that people with disabilities are just like us, with certain challenges to overcome. The Elmwood Postal Service, Wee Deliver, delivers mail twice weekly throughout the year. Our school meeting, The Meeting of the Eagles, continues to be a favorite activity of both students and their parents. We continue to be thrilled that parents and members of the community participate in the Junior Achievement Program, teaching students in our classrooms about their community and economics.

Students collected over \$15,000 in the annual Jump Rope for Heart fundraiser for the American Heart Association – the highest collecting school in the state. Elmwood School was recognized for this contribution and was awarded the American Heart Association's trophy for fundraising. Mrs. Christine Basile, one of Elmwood's Wellness teachers at Elmwood, was recognized and nominated to be the National Spokesperson for the AHA's "Jump Rope for Heart program." Since 2000, Elmwood's students have raised **over** \$200,000 for this very worthy cause.

The Kenyan runners, sponsored by John Hancock, Inc., returned to Elmwood School as part of the "Scholars

and Stars" Program. Kenyan marathoners have been a tradition at Elmwood School since April 1993. As always, it was a memorable day for all in attendance. In conjunction with our running theme and being heart healthy—the Hopkinton Running Club sponsored the Marathon Challenge. Students were encouraged to run or walk 26.2 miles over a ten week period. Many were successful and for their hard work and diligence won gold medals, akin to those of the Boston Marathoners. Elmwood students collectively ran over 12,000 miles during the eight-week Marathon Fitness Challenge Program!

In summary, the success of the 2013-2014 school year was due to a community effort. Without the support of the Superintendent of Schools, the Hopkinton School Committee, the Elmwood School Community, parents, and teachers; maintaining the quality and integrity of the Elmwood School would be an impossible endeavor.

Respectfully Submitted,

David Ljungberg, Principal

## Hopkins School

Hopkins School began the 2013-2014 school year by welcoming 561 students to school on September 4, 2103. Hopkins' total enrollment represented 256 fourth graders and 305 fifth graders. Hopkins School operated with 25 core classrooms (compared to 26 in 2012-2013), making the average class size approximately 23 students per classroom. Hopkins School held curriculum nights on September 17th and September 19th, giving parents an opportunity to visit classrooms and learn about curriculum, routines, and policies. Furthermore, Hopkins School held parent-teacher conferences during the month of November.

There were a number of faculty and staff changes during the 2013-2014 school year. Ms. Alicia Gahan joined the Hopkins Faculty as a fourth grade teacher. In addition, Ms. Mariel Calnan and Ms. Diane LaPorta were hired as Learning Specialists, and Ms. Jane Rogers was hired as the (0.5) School Psychologist. Mr. Chris MacPherson joined the Hopkins Wellness staff as a Phys. Ed. and Health teacher. Ms. Kathy Reynolds, Ms. Susan Koopman, Ms. Heather Johnson, and Ms. Traci

Daubman were hired as paraprofessionals, while Ms. Pam Zaccaro and Ms. Carol Keefe joined Hopkins as paraprofessionals after working at other schools in the District.

Throughout the year, curriculum, instruction, and assessment initiatives were the focus of grade level and faculty meetings. Teachers worked on building consistency in the curriculum and using data to make instructional decisions about how to improve student outcomes. Data included results from the Massachusetts Curriculum Assessments (MCAS) that were administered in the spring of 2013, and the Galileo benchmark assessments that were administered three times during the school year. Additionally, classroom-based assessments such as the Benchmark Assessment System (BAS) and math unit tests helped inform teachers' instruction and student interventions. Hopkins School also continued to build a respectful school and classroom community. The use of the Responsive Classroom (RC) approach to education could be seen throughout Hopkins. Morning Meetings,

consistent teacher language, and an emphasis on core values and character education are ways in which the Hopkins staff embraced the RC approach. As a result, the importance of each unique, individual student was recognized in the creation of a learning environment conducive to learning.

The Hopkins School Council met monthly throughout the year. The Council reviewed budgetary proposals, programmatic changes, and provided guidance on the School Improvement Plan. The Council members included parent representatives, Ms. Laura Barry, Ms. Allison Murphy, Ms. Jen Beauvais, and Ms. Maureen Belger; and teacher representatives, Ms. Cara Tortorella, Ms. Maribeth Tremblay, and Ms. Joan Frank.

Strong community support continued to be evident at the Hopkins School during the 2013-2014 school year. The Hopkinton Parent Teacher Association (HPTA) continued its efforts to support students and teachers by volunteering and fundraising on behalf of Hopkins' students. Fundraising supported enrichment programs,

such as poet Lyn Hoopes, Techsploration, and arts and cultural programs. Additionally, the Hopkinton Education Foundation (HEF) awarded Hopkins teachers with a number of grants to support their innovative work with students.

At the end of the 2013-2014 school year, the Hopkins School Principal, Mr. Greg Martineau, announced his resignation to accept the position of Asst. Superintendent in Northborough-Southborough. Mr. Martineau had been principal of the Hopkins School for four school years. His contributions to the growth and success of the Hopkins School, District, and community are appreciated.

Maintaining the quality of the Hopkins School would be an impossible endeavor without the support of Superintendent Dr. Cathy MacLeod, the Hopkins School community, parents, and teachers. In summary, the success of the 2013-2014 school year was due to the efforts of many individuals working to 'learn, create, and achieve together.'

## Student Services

The Student Services Office provides appropriate and comprehensive programming through the use of local, state, and federal funding and grants. Educational programs for students Pre-K to age 22 ensure high standards and expectations for both staff and students through quality training, research-based instruction, and data driven decisions. The Student Services Office is responsible for Special Education students ages 3 to 22, Child Find, English Language Learners, students on 504 Plans and McKinney Vento. As a result, the expansion of programs and a continuum of services are available to all our learners. Our goal is always to provide services for student's success, achievement, and transitions throughout their school years so they have every opportunity to become independent lifelong learners.

One of our initiatives this year was to implement Co-Taught classes at each of our elementary schools and with a math team at the middle school. These classes pair a special education teacher and a general education teacher as co-teachers in a classroom. Working in partnership, both teachers are responsible for the planning, teaching, and assessing of all students. We also continued to provide inclusion and/or pull out

service delivery models based on each student's Individual Education Plan. As part of our transition to Co-Taught classes, the district provided a workshop (*Co-Teaching That Works: Effective Strategies for Working Together in Today's Inclusive Classrooms*) presented by Anne Beninghof from the Bureau of Education & Research for all teachers who would be Co-teaching on August 22, 2014.

Another priority this year was to work closely with building, central office and district administrators to use assessment results to develop and identify interventions for students with high needs. Teams are focusing on identifying students at risk, implementing interventions, and using consistent assessments to measure progress. Assessment data is being used to adjust instruction for identified students. The goals of this initiative are to establish high expectations for all students and narrow the achievement gap between general education students and students with high needs. The ABA programs at Preschool, Center, Elmwood, Hopkins and the Middle School have implemented the use of Data Finch, an online data collection program for intensive needs students requiring an alternative



curriculum. This allows them to collect and analyze data more efficiently on a daily basis so that they can continuously monitor each student's instructional needs. We have also begun training all staff in our ABA programs in Safety Care. Safety Care is a physical restraint program that emphasizes de-escalation strategies rather than restraint.

Hopkinton Integrated Preschool earned National Association for the Education of Young Children (NAEYC) Accreditation. This was a two year process and as part of this accreditation the Preschool developed a Family Handbook, a Staff Handbook, and a School Improvement Plan. They also recruited a School Improvement Team to ensure ongoing growth and alignment with the district curriculum. The Preschool staff has continued collaborating with Center School staff each spring to facilitate the transition of their students into Kindergarten next year.

The Middle School and Hopkins School are in their third year of Landmark Training in Language Based Instructional Strategies. Identified teams consisting of content area teachers (Science, English, Math and Social Studies), a Learning Specialist and Paraprofessional at each grade level have been participating in ongoing training. Many of the instructional strategies and tools espoused by Landmark trainers can now be seen in our classrooms. Examples of these strategies are the explicit use of language, two-column notes, and the consistent use of graphic organizers to support the development of writing. Feedback from teachers indicates that this long term, in house, ongoing training has been invaluable and has had a positive impact on their instructional practices and student learning.

Implementation of Social Skills curriculum at the Middle and High School levels was also an area of focus on this year. Some district staff had been trained in Michelle Garcia Winner's Social Thinking curriculum but many of them were at the elementary level. Training has now begun for intensive needs teachers at the secondary level in this program and we recently added additional resources including the Circles Program for Middle and High School students. At the High School, the mentor program was expanded to include mentors in every period of the schedule rotation. Upperclassmen "buddy up" with students in the Life Skills program. The mentors work with students in the special education classroom and general education classes such as ceramics, wellness or art as well. The mentors act as peer tutors and positive role models for our students. This year we also implemented an Extended Day Program

for intensive needs students in grades 7 thru 12.

The Life Skills 18 to 22 Year Olds Program at the high school has grown considerably over the past two year. The students in this program access several vocational sites each week including *Golden Pond Assisted Living*, *Not Your Average Joe's*, *Marshalls*, Hopkinton High School Cafeteria, Art classrooms in Elmwood and Hopkins as classroom assistants, *Price Chopper*, and the Hopkinton Public Library. The students work periodically in the Student Services Office completing various clerical duties and perform numerous jobs at the high school. They access community recreational activities such as two separate Gold's Gym locations, weekly grocery shopping excursions as well as dining and banking opportunities. The students also participate in multi-community social activities such as monthly lunch outings, dances and game night with students from other local districts.

Last summer we implemented some changes in our Extended School Year Program. A Social Skills curriculum was implemented for all students as part of their summer programming. We also provided a combination of recreational and social activities for our intensive needs students as part of their school day. Depending on their age group, students had the opportunity to participate in Yoga, tennis, arts and crafts, *Sensibility Gym*, *Sing*, *Act*, *Dance*, and some activities at the YMCA camp.

There have been many changes in our English Language Learner programming. Our students participated in the WIDA (World-Class Instructional Design and Assessment) Consortium and our ELL teachers completed training to administer the WIDA Access test, which replaced the MEPA. They are also working with school administrators and staff to support them as Massachusetts transitions to the WIDA Standards. The Department of Elementary and Secondary Education is engaged in a comprehensive statewide effort designed to strengthen teaching and learning for English Language Learners. The RETELL (Rethinking Equity in the Teaching of English Language Learners) initiative represents a commitment to address the persistent gap in academic proficiency experienced by ELL students. At the heart of this initiative are new training and licensure requirements for the Sheltered English Immersion Endorsement for core academic teachers of ELLs and administrators who supervise or evaluate such teachers. A number of our teachers and administrators have participated in the demanding SEI Endorsement training and Hopkinton hosted a state-wide training. Over the next two year all

teachers and administrators identified by DESE will be eligible for participation in this training. The Student Services Office will continue to evaluate current programs and their capacity to service students with diverse needs in the hopes that we can better service these students in district. We will also work

closely with other Leadership staff including the Superintendent, Assistant Superintendent, the Elementary Curriculum Director, Building Principals and the SPEAC Board to create more collaboration and alignment among special and general educators.

# South Middlesex Vocational Technical School District

This annual report is prepared by Superintendent /Director, Jonathan Evans, and composed on behalf of the members of the School Committee of the **South Middlesex Regional Vocational Technical School District** and submitted after review and approval by the full Committee in compliance with the provisions of the Agreement among the towns of Ashland, Framingham, Holliston, Hopkinton and Natick.

This report reviews from the perspective of the Committee the principle items with which the Committee was concerned during the year. It is a representative account of matters solely within the policy making authority of the Committee and also of matters which the Superintendent/Director brought before the Committee for information and consultation. For greater detail and discussion the reader should read the extended minutes of Committee meetings and the attachments thereto which are available at the school office.

In addition to a public high school, the South Middlesex Regional Vocational Technical School District provides continuing education opportunities for adults through the Keefe at Night Program as well as Summer Discover, a summer program for area youth.

The Committee acknowledges with great appreciation the service of its Recording Secretary, Elaine O'Toole, whose careful recording of the minutes of the Committee Meetings makes possible the preparation of this annual report.

The Committee reorganized on June 2, 2014 with officers elected unanimously to the following positions:

**Chair:** John Kahn (Framingham)

**Vice-Chair:** Edward Burman (Ashland)

**Secretary:** Frank D'Urso (Hopkinton) Replaced by Sarah Commerford (Holliston) in November

**Assistant Treasurer:** John H. Evans (Framingham)

Staff members working on behalf of the District and School Committee are Elaine O'Toole, **Recording Secretary** and Jack Keating, **Treasurer**.

The balance of this report presents a summary of the discussions and actions of the Committee on a number of the important matters brought before the Committee for advice or action.

## Community Engagement

Staff and students of Keefe Regional Technical School participated in many community projects throughout the school district member towns. Examples of these activities include:

### Carpentry -

Holliston Historical Society - Replaced garage roof  
Ashland Housing Authority - Repaired sign and built shed  
Framingham MWRTA - Built 4 x 8 bus shelter  
Framingham Housing - Sided addition

### Electrical -

Framingham Parks and Recreation - Electrical work on facilities building  
Framingham Housing - Electrical work for rough and finish completed  
Framingham Police Station - Electrical work on the new motorcycle garage  
Hopkinton House Project - Electrical work performed

### Plumbing-

Hopkinton House Project - Plumbing work performed

### Metal Fabrication-

Framingham Parks and Recreation - Completed backhoe bucket repair and repaired tool box on a truck  
Framingham Parks and Recreation - Repaired tool boxes for town trucks  
Framingham Parks and Recreation - Repaired cemetery fence

Town of Framingham – Fabricated bike rack and 12 satellite receiver covers. Repaired trailer gate  
Framingham Youth Initiative – Fabricated heart sculpture for Boston Marathon  
Ashland Police Department – Fabricated battering ram  
**Graphic Communication** - Printing for 13 Schools within the District  
Ashland Housing Authority – Repaired sign

In addition, in June Keefe Regional Technical School hosted a breakfast for the Community Based Justice Program (CBJ) that included District Attorney Marian Ryan, Judges, Probation, School Officials and area Police Departments.

It should also be noted that all five district town high school's swimming teams practice and compete at the Keefe swimming pool. The pool is also used by the Framingham and Natick Park and Recreation Departments.

### **Administration**

On January 4, 2014, Jonathan Evans began in the role of Superintendent Director, after 19 years of service to the District.

The School Committee adopted goals for the Superintendent's performance evaluation period from July 1, 2014 through June 30, 2015. The goals adopted related to the following: Educator Evaluation, Community and Professional Relations, Facility Needs Assessment, School Safety and Common Core/PARCC.

The Committee will complete its periodic evaluation of the Superintendent's accomplishments against established goals and desired qualities established in the DESE Rubric. The complete record of that evaluation is a public document that will be available at the South Middlesex Regional School District Superintendent's Office.

### **Technology**

The technology infrastructure at Keefe Regional Technical School required changes and improvements to facilitate the goal of a completely wireless environment. All PC's were retrofitted with a wireless card and new replacement units were purchased as wireless laptops or tablet devices. Specific changes also included transitioning to a mostly cloud based server configuration, the reduction and replacement of facility technology switches, the installation of fiber optic cabling creating a substantial increase in communication capacity and internet speed.

The end of life phone system was completely converted

with back-up systems installed. New phones provide teachers the ability to receive voice messages from parents, a feature they did not have prior to the conversion.

### **School Improvement Plans**

The School Improvement Plan for the 2014-2015 school year embodies specific performance objectives as follows: 1) Creating professional development schedules that are based on areas of needed training for all faculty and staff, 2) Strengthening the instructional strategies of all teachers to best accommodate differences in student learning styles, 3) Fully transitioning to Naviance, a web-based college and career planning program, for all students, 4) Analyzing attendance data to determine patterns and trends and increase proactive strategies regarding consistent school attendance for all students, 5) Developing District Determined Measures for pre and post evaluations in all Career and Technical Programs, 6) Implementing a tiered approach for students who experience learning or behavior challenges in adherence with the Massachusetts Tiered System of Support.

Professional development topics in 2014 included Special Education Plan Development and Inclusion Services, Non-Traditional Student Recruitment in Career and Tech Ed, Curriculum Framework Alignment, Health and Wellness, and Differentiated Instruction.

The Committee reviewed the progress toward the goals of the 2013-2014 School Improvement Plan. The report of Interim Principal Snow noted tangible specific improvements in: 1) Common pre and post assessments in MCAS subject areas, 2) Alignment to the new WIDA standards in academic classes, 3) Increased content based instruction in MCAS subjects in Special Education classes, 4) The inclusion of additional math and English teaching strategies in Career and Technical Programs, 5) The implementation of the Common Core State Standards and 6) Early College Awareness initiatives through the Guidance Department.

### **Handbook**

The Committee approved revisions to the Student Handbook that had previously been approved by the School Council. A new protected category, gender identity, was included throughout the handbook, and the area of school discipline was updated pursuant to MGL c. 71 §37H3/4, which outlines provisions of communication and due process in student discipline.

### **The Budget Process**

The Budget Sub-Committee members Mia Crandall,

William Gaine, Dr. Stephen Kane, A.J. Mulvey, Michael Rossi (Budget Sub-Committee Chair), and Barry Sims are beginning the FY16 budget development process.

In 2014, the Superintendent continued the practice of meeting informally early in the budget process with the financial officers of the member towns to develop mutual awareness of both municipal budget constraints and the efforts of the Committee to manage the school efficiently and effectively while recognizing those limitations. The Committee continued to consider reductions in the preliminary budget and the budget of \$17,165,750 as submitted to the member towns for FY15 was approved by all.

### **Auditor's Report**

The annual audit by the independent accounting firm of McCarthy & Hargrave is in the process of preparing the financial statements for committee review. During the preliminary process no material findings were disclosed. It is expected that the audit report that calculates our energy project will meet the stipulated guarantee benchmarks for the 2013-14 year.

### **Business Office**

The Business Office staff of the South Middlesex Regional Vocational Technical School District has continued to provide efficiencies within the daily operations. Human resource management, employee benefits programs, procurement practices, contract proposals, grant fund accounting, grant management, student cafeteria management, student nutrition, budget preparation and management, continuing education registration and inventory control are all components of the business office operations that have undergone improvements and efficiencies.

A successful enrollment and transition to The West Suburban Health Group was completed. This organization is comprised of 17 area municipalities who purchase the health insurance in an efficient cost effective manner. As a result of this new affiliation, the District can now offer health insurance plans that compete with the GIC benchmark programs and with multiple plan design options for employees.

### **Energy Conservation Project**

**Performance Year 6: June 2013 to May 2014** Siemens Industry (Siemens) provided the South Middlesex Regional Vocational Technical School District an energy savings guarantee report. This report details the guarantee period savings by means of comparing the guaranteed energy savings versus the realized energy savings. Our Energy Performance Contract with Siemens guaranteed **\$715,315** in annual operational and

energy savings which will be confirmed within the audited financial statements.

### **Enrollment, Recruiting and Student Retention**

Keefe Regional Technical School is a school of application. Maintaining a healthy enrollment of students for our day school operation is essential for our financial support and overall operational success. Our enrollment has increased this year and we are expecting further improvements in the future. The Superintendent has indicated that he believes that the quality and rigor of our school programs and the safety and culture of our school environment will lead to our success in attracting students and their families to Keefe Regional Technical School. The Superintendent has emphasized that the administration, faculty and support staff must work together to ensure that Keefe Regional Technical School continues to be recognized by our community as a career and technical school of high quality. We have improved and will continue to improve our marketing strategies, communication with our school district sending town middle and high schools, and connection to prospective students and their families. The enrollment on October 1 of 2014 was 709 students reflecting a slight increase from the previous year.

### **Buildings and Grounds**

Keefe Regional Technical School has been occupied continuously since September of 1973. The facility is used not only during the school day and year but also evenings, weekends and during the summer months.

Between the months of June and December 2014, Keefe Regional Technical School completed a full roof replacement. The prior roof was 27 years old and very much in need of replacement. The district received approval from the Massachusetts School Building Authority (MSBA) at a reimbursement rate of 69.89%. The project was completed with the unanimous support of our five member towns. This project was completed well under budget and will serve our district for decades to come.

An extensive upgrade of energy systems (HVAC and lighting), completed in 2007, has resulted in the replacement of major mechanical components controlled by a comprehensive energy management system. The project has resulted in a significant reduction in total utility expenditures.

In addition to the roof replacement project, facility upgrades that were completed in 2014 include

replacement of the facility telephone communication system (fiber optic cabling, hardware and software components), renovation of the Cosmetology Program, replacement of the auditorium sound system, renovation of the gym locker rooms, the addition of eight cameras to the existing surveillance system, replacement/reconfiguration of the main office work stations, retrofitting of shop areas for an HVACR Continuing Education course, replacement of a vehicle lift in the Automotive Program and the installation of a new combination oven in the Culinary Program.

Facility projects identified for future consideration include replacing suspended ceiling systems, renovating our Resource Center, repairing, crack filling and sealing the parking lot, repairing/updating the auditorium lighting system, replacing the emergency generator, expanding the surveillance system, pressure washing and sealing the exterior building concrete and replacing essential vehicles.

### **Student Achievement**

The District received from the DESE its annual report detailing Keefe's 2014 Accountability Data. From 2012 to 2014 in ELA the number of students scoring at proficient or above increased by 7%. For math the number of students failing decreased by 4%. This fall, Keefe Technical School was informed that according to the 5-level scaling systems created by the DESE under the accountability and assistance levels, Keefe has been categorized as a Level 2 school. Schools with an accountability status of Level 2 are able to independently analyze disaggregated data for all student groups to ensure interventions and supports are appropriately aligned to address needs, review the performance of students with disabilities, and consider improvement or capacity building activities, as appropriate.

On Wednesday, February 26, 2014, 636 students competed in the SkillsUSA District Competition held at Keefe Regional Technical School. Of the competitors, 98 were Keefe students who competed in Internetworking, Web Design, Practical Nursing, and Graphic Communications. Keefe students earned 9 gold, 7 silver and 8 bronze medals. 25% of the Keefe competitors earned medals.

At the State SkillsUSA Conference in May, Keefe Regional Technical School was awarded 1 Gold medal in Plumbing, 4 Silver medals in Screen Printing, First Aid and CPR, Restaurant Service and Sheet Metal. A Keefe Plumbing student competed at the National Conference in Kansas City, MO where he finished 10th

in the nation.

For the sixth year in a row, the Keefe Drama Club produced a play for the school and the community. The 2014 performance was 12 Angry Jurors, Adapted by Sherman L. Sergel. Rehearsals started in November and ran through February. Twenty five students in grades 9-12, including cast members, backstage/lighting crew, and makeup artists participated in the performances. All performances were well attended.

The 2013-2014 school year was the first year of offering Project Lead the Way (PLTW) courses at Keefe Regional Technical School. Introduction to Engineering Design was offered to students in grades 9 and 11. Our students saw great success in the first year of PLTW course. Over half of the students scored in the top 65th percentile of a national assessment, with one student scoring in the 94<sup>th</sup> percentile. We have added the second course in the PLTW series this year, and look forward to continued success in the program in the coming years.

### **General Advisory Board**

The General Advisory Board consists of the Chair of each Vocational Advisory Board. The General Board summarizes and brings to the attention of the administration and the School Committee observations and recommendations of the advisory boards. The points noted for the current year include: the need to continually align the curriculum with changes in technology; outreach to bring Keefe's program to potential students; increasing opportunities for students and employers in the co-op program; successful pursuit of grant funding for state of the art vocational equipment; and maintaining the license status of student professional programs that advance Keefe students' vocational entry opportunities.

### **New School Committee Members**

In August of 2014, after three years of dedicated service representing the Town of Hopkinton, Mr. Frank D'Urso resigned from the School Committee. The Selectman of Hopkinton appointed Mia Crandall as their town's new representative.

Respectfully submitted,

Jonathan Evans  
Superintendent-Director



**SOUTH MIDDLESEX REGIONAL VOCATIONAL  
TECHNICAL SCHOOL COMMITTEE**

**ASHLAND**

Edward Burman  
William N. Gaine, Jr.

**FRAMINGHAM**

Nelson Goldin  
Michael Rossi  
John Kahn - Chairman  
Linda Fobes  
James Cameau  
A.J. Mulvey  
John Evans  
Larry Cooper

**HOPKINTON**

Frank D'Urso replaced by Mia Crandall  
Ruth Knowles

**HOLLISTON**

Sarah Commerford  
Barry Sims

**NATICK**

Tassos Filleides  
Dr. Stephen Kane

## Sustainable Green Committee

Chairman, Laura Connolly  
Secretary, Aubrey Doyle  
Treasurer, Mark Stephen

**Mission Statement:** The mission of the Hopkinton Sustainable Green Committee is to promote sustainable and environmentally responsible practices on the Town of Hopkinton. The Committee will assist town government, businesses and residents to implement sustainable policies and practices in the areas of energy, agriculture, conservation and commerce. The Committee will increase the public's awareness of important environmental issues through education and outreach. By fostering environmentally friendly practices in Hopkinton, the Committee aims to enhance the quality of life for our residents, visitors and future generations.

In 2014 the HSGC accomplished the following:

- Committee Webpage is now part of Hopkinton Town website. This will allow tech support from town and better resource to our community.
- Assist in negotiations and feasibility with Hopkinton DPW for Solar RFP for town benefit at Fruit Street. Continued to assist for Solar credits for Hopkinton in lieu of Solar Farm placement at Fruit Street property.

- Fifth Annual Green Up Day. A town-wide event with participation by local organizations and residents. The event was coordinated with the help of the HPD, Hopkinton Public Schools, Harvey's and resulted in several tons of trash being collected. Shred Day was also coordinated with Green Up day. In addition, Best Buy was on site collecting obsolete computers and monitors at no cost. Approximately 25 computers were collected and properly disposed of. Next Step Living was also on site providing free energy audits for residents through the Mass Save program. Coordinate with town lake organizations
- Referred Textile recycling company to with the school administration, which now has receptacles to capture textiles and revenue generated is given to town schools.
- Established regular communication with DPW as it relates to increasing recycling efforts and additional green practices and cost savings throughout the year.

Goals for 2015:

- Town Common/Town Buildings recycling
- Work with DPW to assist town wide single stream recycling program and increase collection at schools and Town common.
- Review Additional Energy Savings Grants available to Hopkinton

- In conjunction with Downtown revitalization, review repurchase streetlight program via NStar, and energy use/timing of lights in town
- Assist in School Recycling enhancements
- Look to enhance public transportation, walking trail enhancements and school bus parking

## Tax Relief Fund Committee

The Hopkinton Tax Relief Fund Committee oversees the Hopkinton Elderly and Disabled Tax Relief Fund. The Fund was established in 1998 to provide financial assistance to needy residents in the payment of their real estate taxes. The Fund is supported solely by donations from generous Hopkinton residents and organizations. In February, 2014, distributions totaling \$3,300 were made to offset the taxes of eleven residents. The fund balance on December 31, 2014, was approximately \$1,660.

Donations are always needed and would be gratefully accepted. The typical donation has been between \$10 and \$25. Checks should be made payable to the Town of Hopkinton, Elderly and Disabled Tax Relief Fund, and forwarded to the Town Treasurer.

The members of the Committee are: Nancy Haines, Chairman; Maureen Dwinell; Pat Kuehne; John Palmer; and John Duffy.

## Town Clerk

I would like to express my sincere gratitude to the residents of Hopkinton for their support and the confidence in me during the past year. Thank you for giving me the opportunity to serve you. I hope this reporting will provide a glimpse of this office's accomplishments for 2014.

### **Staying Current:**

In an effort to best serve the taxpayers, staying current on the complexities and demands of running a professional Town Clerk's office is essential. It is necessary to keep active membership, network with peers, and attend conferences sponsored throughout the year. The Massachusetts Association of City and Town Clerks, New England Association of City and Town Clerks, and International Institute of Municipal Clerks provide training and resource opportunities. Attending conferences are important to prepare for State and Town elections, and to advance our knowledge of the current federal, state and local mandates. The information acquired from various Town and City Clerk's Associations is immeasurable. This past July, I graduated from a three year program at the New England Municipal Clerks Institute and Academy held at

Plymouth State University. My attendance was made possible through a three year scholarship from the Massachusetts Middlesex Municipal Town and City Clerks Association.

### **2014 Annual Town Meeting and Town and State Elections:**

I am thankful for our outstanding election staff. Our election process maintains its professionalism with their dedicated service to this community. An election workers training class was held to prepare for the 2014 Elections. The election staff assisted with the May 5, 2014 Annual Town Meeting and the May 19, 2014 Annual Town Election; and we successfully managed the State Election Primary on September 9, 2014, culminating with the November 4, 2014 State Election. The results of the Annual Town Meeting, along with all 2014 Elections, are available in this 2014 Annual Town Report. Also, after evaluating the growth of the town's population and voter registration activity, I submitted a formal request to the State Election Office for a third VRIS (Voter Registration Information System) computer. The State Election Office assessed that, in accordance with the growth of this town's registered voter's

population, this office was eligible and provided for another State computer VRIS program.

#### **Voter Registration Programs at Local Schools:**

In April, the Assistant Town Clerk and I met with students at Joseph P. Keefe Regional Technical High School in Framingham to present a voter registration program. After the session, the students in attendance registered to vote. We have been invited back from the School's Guidance Department to present another voter's registration session to students in April 2015. I also plan to meet with students at Hopkinton High School to present this program.

#### **Street List a/k/a Street Census:**

The Street Listing a/k/a Street Census is a year-long endeavor beginning with the preparation in the fall months with a goal to mail them to all households in January 2015. Once the street listing form is received back from the household, this office then processes all changes in the Voter Registration Information System (VRIS) program in our office's State computer. This office records the family members who are living at an address and those members who have moved out of town. It also important to note that the census form does not register a resident as a voter. If a resident wishes to register to vote or change party affiliation, they must fill out a voter registration form and file it with the Town Clerk. Registration forms are available on the Town Clerk's page under the town's website at [www.hopkintonma.gov](http://www.hopkintonma.gov).

It is a State requirement that if a voter fails to respond to the yearly census, it will cause them to be listed as an "inactive voter". The voter would then need to show proof of continuous residents in Hopkinton, in order to reactivate their voting status. If a resident who was registered to vote has moved out of town, this office cannot remove a voter without their signature. We make every effort to contact them to obtain their signature verifying that they no longer live in town. Please contact this office with any questions regarding the voting process or the yearly street listing.

#### **Dog License Renewals:**

Dog license renewal forms are attached to the Street Listing Form. The staff processes and sends out dog licenses between January and March without penalty. Dog licenses are issued only with proof of the dog receiving a rabies shot, in accordance with provisions of Sec. 147A of Chapter 140 of the Massachusetts General Law. In 2014 the Town Clerk's Office issued 1,943 dog licenses along with seven (7) kennels (a kennel is issued to a dog owner if they have four (4) or more dogs). Among the seven kennels, a kennel license

was issued to BayPath Humane Society located on Cedar Street and the Greyhound Friends Inc. kennel located on Saddle Hill Road.

#### **Open Meeting Law:**

As Hopkinton's Chief Election Officer, the Town Clerk has the responsibility of ensuring that the Open Meeting Law is observed with the posting of all town meeting agendas at least 48 hours prior to the meeting. The notice of the public meeting is required to be posted at two locations available to the public, one of which has to be accessible to the public 24 hours a day. This is achieved through the acceptance by the Board of Selectmen of Town meeting postings on the Town's website. The Town Clerk's binder located outside of the Town Clerk's Office serves as the secondary location.

#### **Ethics & Conflict of Interest:**

The conflict of interest law seeks to prevent conflicts between private interest and public duties, foster integrity in public service, and promote the public's trust and confidence in that service by placing certain restrictions on what municipal employees can do on the job, after hours, and after leaving public service.

#### **Oath of Office:**

Upon election or appointment to a Town office, board, committee and/or commission, the individual must be administered the oath of office i.e., sworn in to serve at the Town Clerk's Office, before participating in a meeting requiring a vote. The State's Open Meeting Law is distributed to the appointee at the time of their oath of office.

#### **D/B/A, Underground Storage Tank Licenses, Raffle Permits:**

In 2014 the Town Clerk's Office renewed 44 and issued 67 new business (D/B/A) licenses. The office also issues underground storage tanks, and raffle permits.

#### **Preservation of Town Documents:**

This office was granted funding of \$15,000 through the Community Preservation Fund which was used to preserve Town Report documents in the Town Clerk's vault some dating back to the late 1800's. In conjunction with the IT Department, all Town Reports which are now accessible on Hopkinton's website [www.hopkinton.gov](http://www.hopkinton.gov).

#### **Archival Program:**

The Town Clerk's Office is responsible for maintaining public records under the State's retention program, and obtained King Information Systems to create and complete an archival program for Town Hall

departments. The archival program helps to maintain records that are required to be kept under the State's Municipal Records Retention Program (MGL c. 4, sec. 7 (26)).

#### **Zoning and General Bylaws:**

This office also updated and codified the zoning and general bylaws rather than outsourcing it to another; thereby, realizing a savings of approximately \$5,000.

#### **Message From the Town Clerk:**

The "Message From the Town Clerk" column has been printed in the Hopkinton Independent. This is a way to communicate to residents about the various activities, projects and general information including elections and the various responsibilities and projects that this office is charged.

#### **Register of Vital Statistics:**

Below is a report of the Town's Register of Vital statistics as of December 31, 2014:

<b>Births</b>	<b>132</b>
<b>Marriage Intentions</b>	<b>53</b>
<b>Marriages</b>	<b>47</b>
<b>Deaths</b>	<b>75</b>

I would be amiss if I did not publicly express my gratitude to Brenda McCann, Assistant Town Clerk, for her skills, professionalism and knowledge in public administration.

It is this office's goal to continue excellent communication and assistance to residents through our webpage including the town by-laws, town meeting and election results, voter information and various on-line forms. You are welcome to stop by the office for assistance.

Respectfully submitted,

Geri Holland  
Your Town Clerk

## **Treasurer/Collector**

I would like to take this opportunity to thank my office, all Departments, Boards, Committees, and Commissions for their support and cooperation during the past year.

In 2014, we continued to take advantage of new technologies by using a web based software, online payments, e bills for real estate and personal property. Residents now have the capability to look up and pay current real estate, personal property, excise and water/sewer bills. These efficiencies also give the taxpayer the ability to get e-bills for real estate and personal property saving the cost of printing, bill stock, envelopes, and postage. These cost savings help us maintain our AA+ rating and possibly upgrade it to AAA by using sound financial planning, continue to work with those who are having difficulty paying their bills, maintain our working relationship with Departments, Boards, Committees, and Commissions, and acquire land of low value to sell for the Town at auction.

Our goals for this year are to continue the transitioning to Munis Software which will reduce redundancy between the Treasurer, Assessor and Accounting Offices. The payroll has been incorporated into the

Treasurer's Office and as of April 1, 2014 we have been using the Munis System. As of July 1, 2014 all billing came back to the Tax Collector's office under the Munis System. We have our own online system for taxpayers using Unibank which allows tax payers to make payments, check the history of their payments, and we have e bills available for real estate, personal property, water/sewer and excise bills. This new integrated financial package saves considerable time and financial savings for the town.

The office staff consists of Assistant Treasurer/Collector Diane Hendrickson, Payroll/Michelle Brodeur and Treasurer/Collector Maureen Dwinnell. We are responsible for collecting monies in excess of \$63 million and for investing such funds at the highest possible rate with institutions that are on the State's legal list.

Respectfully submitted,

Maureen L. Dwinnell  
Treasurer/Collector

# Upper Charles Trail Committee

The goal of the Upper Charles Trail Committee is to connect the multi-use trail in Milford to Hopkinton Center and to the Legacy Farms area, and to continue the trail into Ashland, by working with the newly organized Ashland Trail Committee. (see <http://www.hopkintonma.gov/home/government/boards/uctc>).

Our main accomplishment is to get the Community Preservation Committee to vote in favor of buying the Wyckoff parcels (U25 11 0 and R34 16 1) south of Granite Street as a possible segment to the multi-use trail, which needs town approval at town meeting. We have developed a new web site that describes our goals and accomplishments (<http://uctc.hopkintonma.gov/>). We have contracted with the Conway School to develop a master plan for the trail system. The objectives of the Master Plan are as follows:

- document existing conditions and ownership of the land (private/public) along the former railroad right of way;
- identify trail corridor options;
- identify planning, design, and environmental issues; and
- evaluate transportation, recreation and economic development potential.

In the future, we hope to follow through on the recommendations of the Master Plan, which will be posted on our web site. We intend to work closely with developers of Legacy Farms North and the Hopkinton Mews to ensure that these new developments become connected to the multi-use trail system. We foresee the organization of a 501c3 group, the Friends of the Hopkinton Upper Charles Trails. We hope to direct the acquisition of more land to make possible a continuous trail system from Milford to Ashland.

# Veterans Celebration Committee

The Veterans Celebration Committee organizes, plans, and coordinates the annual Memorial Day parade and related activities. We work with Hopkinton's American Legion Post 202 and other organizations in the town to provide a reverent and appropriate acknowledgement of this important holiday. Local veterans and their families are encouraged to participate either by marching in the parade, or by joining the citizens of Hopkinton on the common for the conclusion of the program.

For several years, the committee has continually held an appreciation dinner on the evening of Veterans Day.

Again this year, this event was held at the Woodville Rod and Gun Club. Our local veterans and the committee, would like to thank the Gun Club for their hospitality and generosity.

Our local TAPS vigil continues every first Sunday of the month at 7:00 PM, and is held no matter what the weather, at the senior center during the winter months, and at the Gazebo the rest of the year. The Committee is appointed by the Selectmen, and includes Eric Rogers, Colleen Charleston, Jim Mirable, Judi Regan, Nancy Drawe, Sarah Whalen, and Mike Whalen.



# Veteran Services Department

Veterans' Services Departments are mandated by State law to be maintained in all communities of the Commonwealth for the sole purpose of assisting Veterans and their dependents in receiving Federal, State, and local benefits made available by the US Government and by the Commonwealth on behalf of their taxpayers. The Towns of Medway, Hopkinton, Holliston and Ashland are part of the MetroWest Veterans' Services District, which is overseen by a Board of Directors. Each Communities Board of Selectman appoints a representative to this board. A chairman is selected by the members of the board.

As the Burial Agent for each community, we insure for the proper interment of veterans and work closely with each community's Graves Officer to insure compliance with applicable general laws, regulations and policies.

The district operates 5 days a week and our mission is to advocate on behalf of all the Veterans and their eligible dependents, to provide them with top quality support services in obtaining earned benefits and entitlements from Federal, State and local agencies.

#### Our Top Priorities:

- To work closely with each town departments with advice and assistance pertaining to veteran's issues.
- Provide direct emergency financial assistance to those veterans and their dependents that are in need.

#### On-going goals:

- Consolidation of veterans records to one location and populating the district database
- Maximize the use of electronic media where practical and feasible

Demand for services continues on a steady increase. At many times the demands for services have exceeded the districts capacity to respond or assist in a reasonable timeframe.

This year the district processed 48 requests for financial assistance under Chapter 115 M.G.L., totaling \$204,312.96 in benefits paid to eligible veterans and families.

There were over 40 requests for assistance in filing VA Claims ranging from: service connected disabilities; pensions and Dependents Indemnity Compensation, with 18 (known) claims being completed by the VA. For 2014 an estimated \$1,052,797.00 in VA compensation benefits had been received by veterans and widows residing in the district.

John Weglage, the District's Veterans Agent, retired on October 1. I would like to thank him for his two and a half years of dedicated service to the veterans of our communities. "Bravo Zulu" (Navy Term for job well done)

Respectfully submitted,

JOHN T. GIVNER, Director, Veteran Services  
MetroWest Veterans Services District

# Veteran's Grave Officer

The Veteran's Grave Officer is charged with the care of Veteran's graves at all town cemeteries. Although the Veteran's survivors and our local cemetery departments do provide all the upkeep that is appropriate, some issues do arise. Gravestone repair and repositioning is a slow but rewarding process. A more visible duty of the grave officer is to place a small American Flag at the

Veteran's stone or marker on every Memorial Day. This annual task has been aided by many volunteers and organizations from our Town. I consider this to be the most important responsibility of this office. As the new flags are placed each year, the old flags are gathered and properly destroyed. The Selectmen appoint the Veteran's Grave Officer for a term not to exceed five years.

Respectfully submitted,  
Michael Whalen

# Visioning Steering Group

## A VISION FOR HOPKINTON – 2025

The Board of Selectmen appointed Visioning Steering Group began work in May of 2014.

It was established to assist in the development of a unified community vision, guiding principles and strategic plan for the community.

The charge given to the Visioning Steering Group was to:

1. Make recommendations to the Board of Selectmen and Planning Board regarding the design of an interactive public visioning process;
2. Guide the creation of a vision for Hopkinton's future;
3. Engage the community to ensure that the vision reflects the community's aspirations and furthers its goals;
4. Provide assessment of quality of life and visual characteristics valued by the community;
5. Reach out to the community through a community visioning workshop, focus groups and surveys to gather input from a broad base of citizens;
6. Conduct public education and outreach on the visioning process;
7. Create a vision statement and develop a visioning plan

Following the direction provided by the Board of Selectmen the Visioning Steering Group presented the following Hopkinton Vision Statement – 2025. The statement includes an overarching vision, value statements and vision themes.

The Hopkinton Vision Statement - 2025, which follows was adopted by the Hopkinton Board of Selectmen at their meeting, which was held on January 20, 2015.

## OVERARCHING VISION

*Hopkinton is a vibrant welcoming community centrally located in New England and nestled 26.2 miles west of Boston.*

*We are endowed with open space, natural resources, facilities and programs that promote a well educated and healthy community. We are respectful of our past, engaged in our present, and actively preparing for our future.*

## BASED ON OUR HISTORY, OUR VALUES AND OUR CREATIVITY,

### WE THE CITIZENS OF HOPKINTON WILL:

- Foster a culture of respect, collaboration and communication among Hopkinton citizens using an array of innovative methods and new technologies to make bold forward thinking decisions on Town issues over the next ten years.
- Actively build consensus for a citizen-focused, well managed, fiscally sound, open and fair town government.
- Sustain and support an educational system of excellence.
- Maintain Hopkinton as a safe community through continued support of public safety functions.
- Encourage new growth and redevelopment consistent with our values and desires to protect the unique features of the town while allowing expanded employment, housing and revenue opportunities.
- Ensure future growth that provides an appropriate balance of distinct residential, commercial, institutional and government buildings and public spaces reflecting the attractive and historic town character of Hopkinton.
- Encourage public/private partnerships that revitalize and invigorate the downtown, creating a more vibrant and walkable center with an exciting mix of stores, offices, services, and restaurants.
- Collaborate with local and regional officials in the MetroWest area to increase transportation options for all residents, including the creation of a biking system throughout Hopkinton that provides a safe mode of travel and a healthy and valued activity.

- Promote sustainability and energy conservation throughout our town plans, actions and public investments to maintain Hopkinton's status as a green community leader.
- Protect open spaces and natural resources, build upon the town's history and cultural heritage, and treasure our beautiful and special places as they define our community identity and character.

## **HOPKINTON VISION THEMES**

### **ARTS, CULTURE & COMMUNITY**

In 2025, Hopkinton continues to be a community that values art, cultural and community based institutions with an array of venues offering citizen centered activities and gathering spaces for cultural and artistic activities as well as other local and regional events.

### **COMMUNITY SERVICES**

In 2025, Hopkinton is an energetic town with a variety of affordable community services that enrich the quality of community life for all residents from youth through seniors.

### **EDUCATION**

In 2025, Hopkinton continues to be recognized and respected for its excellent education system. The town carries on its long tradition of support for the people and facilities that are the foundation for its educational distinction.

### **OPEN SPACE, RECREATION & NATURAL RESOURCES**

In 2025, Hopkinton has protected additional lands for ensuring water quality, and for active and passive open space; created more recreational opportunities for a variety of age groups; and conserved additional natural resources and view sheds that help define the rural quality that is characteristic of much of the town.

### **TOWN CENTER**

In 2025, Hopkinton's Town Center is a vibrant part of the town's identity where civic events, including the Boston Marathon are celebrated. It is a hub of community and commercial activity, with shops, restaurants and an attractive streetscape. It is pedestrian friendly with new development that respects the character and heritage of the town.

## **MANAGED GROWTH, DEVELOPMENT & ECONOMIC DEVELOPMENT**

In 2025, Hopkinton has appropriately scaled, well designed and sited new commercial development in and office uses in the town center and along the I-495 corridor and also a mix of housing types that all serve to enhance Hopkinton's community character.

## **TOWN GOVERNMENT, FACILITIES AND FINANCIAL CONSIDERATIONS**

In 2025, Hopkinton continues to have an exceptional quality of life in a vibrant and sustainable community with an open, democratic and efficient local government, a balanced budget, and well-maintained town facilities.

### **TRANSPORTATION**

In 2025, Hopkinton has a transportation system that offers community choice regarding travel for a driver, bicyclist, pedestrian, or someone using public transportation and that has addressed parking, traffic congestion, and other transportation issues.

### **INFRASTRUCTURE**

In 2025, Hopkinton has a system of infrastructure improvements that support targeted growth and development while protecting the environment through the use of sustainable practices and materials.

## **VISIONING TEAM**

Selectmen Appointed Visioning Steering Group  
 John Coutinho, Kristin Dykstra, Tim Kilduff, Peter LaGoy,  
 Mavis O'Leary, Tom Terry, Deb Thomas  
 Town Hall Professionals  
 Norman Khumalo, Elaine Lazarus  
 Consultants  
 Jennifer Goldson, Connie Kruger, Bob Mitchell

# Weights and Measures Department

The Hopkinton Department of Weights and Measures enforces Massachusetts General Laws, town by-laws, state and local regulations relating to the accuracy of weighing and measuring devices that weigh, measure, and count commodities offered for sale to the public. This includes gas pumps, scales, oil trucks, scanners, item pricing and unit pricing (in food stores or food departments). To ensure that equity and fairness prevails in the marketplace, the department enforces all laws relating to the accuracy of weighing and measuring devices used by local businesses. To accomplish this, the department inspects and seals or condemns the devices tested. Additionally, the department may inspect prepackaged foods and merchandise to assure compliance with weight, measurement, and count requirements and for proper labeling as to weight, measure, and extended prices. The department also investigates complaints on weighing and measuring devices not complying with legal standards. The department also investigates complaints for short measure of fire wood delivered to homes (consumers) to assure compliance with proper measurement (128 cubic feet) based on what the consumer has purchased. Oil trucks may be inspected to assure that their meters are properly sealed and the correct fuel oil delivery slip is prepared. If violations are found based on inspections or complaints, the department may issue civil citations or engage in criminal actions.

The Weights and Measures Inspector continues to serve as the Northeast Weights and Measures Region representative on the National Conference on Weights and Measures Law and Regulations Committee. These laws and regulations range from the basic weights and measures laws to specific laws and regulations for Weighmasters, commodity regulations, price scanners, unit pricing, engine fuel and automotive lubricants and more. These model laws and regulations are published annually in *NIST Handbook 130, Uniform Laws and Regulations*. Additionally, the L&R Committee and the NCWM adopts test procedures for verifying the actual net quantity and contents contained in packages and

products offered for sale

During 2014 the Hopkinton Department of Weights and Measures continued inspecting weighing and measuring devices located in the town and sealed or condemned them. A condemned device cannot legally be used in trade until it is repaired or replaced. It is marked with a red condemned tag which can only be removed by the Sealer of Weights and Measures. Also inspected were gasoline pumps, scanners, pharmacy and jewelry scales through scales in food stores to large truck scales to scales used for package weighing (FEDEX, postage, or UPS type scales). The department has produced a video, available on HCAM, explaining what Weights and Measures does. This is available for citizen viewing.

For the year 2014 fifty-four inspections took place, twenty-three devices were adjusted, and one re-inspection was conducted. Three hundred six devices were inspected, adjusted, and sealed. Two not meeting legal standards were condemned. Two devices were not sealed as not meeting legal standards. Eight item pricing inspection were completed. Eight Price Verification [scanning] inspections were performed and all met or exceeded the 98% accuracy standard. One reweigh inspection was conducted to assure that items store priced and sold by weight were priced correctly. One in-aisle scanning system was inspected and verified as meeting legal requirements. \$69,837.00 was saved consumers and merchants in Hopkinton as a result of item pricing, scanning, and gas station inspections while over \$21 million was saved Commonwealth wide (Division of Standards 2014 Annual Report covering all state and local inspections).. As new businesses opened in Hopkinton they were visited to educate management and assure compliance with the various laws and regulations governing weights and measures. The department of Weights and Measures will continue to conduct required inspections and educate consumers and merchants on the importance to both of "EQUITY IN THE MARKETPLACE."

# Woodville Historic District Commission

The Woodville Historic District Commission's purpose is to promote the educational, cultural, economic, and general welfare of the public through the preservation and protection of the distinctive characteristics of buildings and places significant in the history of Hopkinton.

In 2014, the WHDC reformed and now includes: Tina Berlad, Sean Davan, Ken Johnston, Paul Larter, George Reimann and Kris Waldman. The Committee reviewed and approved three (3) building applications.

Committee members were eager to pursue two additional goals: to inform all residents within the District of the WHDC's role, and to promote the importance of preserving the District's historic quality. Members then

agreed to reach out to neighbors by sending them a personalized letter. The letter will introduce Committee members and welcome residents to the District (many do not *know* they are within a historic district!), state WHDC's objectives, and will invite residents to discuss future projects with individual Committee members. Residents will be invited to share their histories, stories and photographs on a newly-created Facebook page, "Woodville MA Historic District".

Our goal in 2015 is to foster discussion and connections within the community. We will finalize and mail the letter by early Spring and will continue to promote the Facebook page. We may plan an informal gathering as well.

## Youth Commission

Overview: Hopkinton Youth Commission was formed in 2002, and formulated its charge in 2003. In 2013, ten years later, we were asked to make a new charge and goals by Town Manager, Norman Khumalo, which was approved at the April 2, 2013 Board of Selectmen meeting. We operate under our Charge and Goals as well as our mission of advocating for youth and making Hopkinton a place where youth can thrive, not just survive.

Accordingly, **Hopkinton Youth Commission (HYC)** works in conjunction with all Hopkinton Town Departments that interact with youth and families including but not limited to Youth Services Department, Parks and Recreation Department, Police Department and Hopkinton Public School District. Our goals are to:

- **Promote** community education regarding youth and family issues.
- **Support** programs and activities which raise awareness and encourage healthy adolescent development.
- **Collaborate** with other organizations whose goals are aligned to those of HYC.
- **Develop** recommendations for the Board of

Selectmen regarding programs, projects and policies benefiting Hopkinton's Youth and families.

- **Set** annual goals in conjunction with Hopkinton Youth Services Department by July 1, and present them to the Board of Selectmen during the first fiscal quarter.

**Hopkinton Youth Commission** includes a Chair, Vice-Chair, and Secretary, selected annually for the coming year, by July 1. HYC may include working groups and/or advisory groups. The numbers of members required to have a quorum will be calculated as a majority of voting members, and will not include liaisons and non-voting members of HYC.

**Hopkinton Youth Commission Membership** includes seven voting members who are Hopkinton residents and appointed by the Board of Selectmen for three year terms. The Commission also has the following important but non-voting members: School Resource Officer and liaisons from Youth Services Department, School Committee, Parks and Recreation Department and Board of Selectmen. Ideally, HYC also has two student



representatives, preferably one from Middle School and one from High School. Members are expected to attend HYC meetings and follow the rules and procedures set by the town and HYC.

Many of the original HYC goals have been incorporated into town life in other ways, through the BeFree club at Hopkinton High School and through the formulation of the Youth Services Department, headed by Town Youth Services Coordinator, Jean Vazza.

2014 members include Margie Wiggin, was elected unanimously as HYC Chair, Renee Dean, Commission secretary, Julie Hamm, Michelle Dineen-Jerrett, Sharon Mastrangelo, and new members, Jeanne Reimonn and Amanda Fargiano. Youth Commission liaisons, Dan Terry, Parks and Rec, Ellen Scordino, School Committee, Todd Cestari, Board of Selectmen, and Phil Powers, School Resource Officer, provide invaluable insight and perspective from their roles in town.

Jean Vazza, Town Youth Services Coordinator attends our meetings, and reports on Youth Services activities

and programs, which Youth Commission supports, as needed, as part of our charge and goals. HYC has a mutually beneficial, collaborative relationship with Youth Services and Jean Vazza. We are sorry to report that Jean submitted her resignation in November of 2014, and a job search is ongoing to find a replacement.

Hopkinton Youth Commission activities included planning and carrying out a very successful 9<sup>th</sup> annual Martin Luther King Day of Giving Back, (when youth are encouraged to serve others and give back to the community, with over 300 youth participating), supporting several BeFree events and parent coffees, a Middle School Spring Jam and an early release concert at the Hopkinton Common Gazebo. Collaborations with Hopkinton Schools Wellness Department included several programs for youth at the high and middle schools.

Respectfully submitted,

Margaret Wiggin  
Hopkinton Youth Commission Chair

## 300th Anniversary Celebration Committee

The committee is charged with planning, coordinating, preparing and recommending to the Board of Selectmen a program of celebrations to commemorate Hopkinton's 300th anniversary in 2015, and to implement recommendations approved by the Board of Selectmen. The committee's activities will include but not be limited to:

1. Assess public interest in pursuing a town-wide celebration to commemorate the 300<sup>th</sup> year of Hopkinton's founding and to promote an opportunity for residents to participate in the celebration
2. Recommend a series of events to celebrate Hopkinton's tercentennial
3. Establish a non-profit corporation to raise necessary funds to support the events
4. Oversee the implementation of the comprehensive plan of events approved by the Board of Selectmen including but not limited to road race, parade, concerts, events of reflection and remembrance
5. Promote the celebration events and coordinate appropriate ways to document the historical record

6. Commission and promote official commemoration memorabilia
7. Maintain a cooperative working relationship with the Board of Selectmen and other town committees
- 8.

The "Tercentennial" Celebration Committee should be creative, resourceful and seek input from a wide range of the town's residents.

During 2014, the Committee worked diligently to continue the planning and lay the groundwork for many town-wide celebration activities to commemorate the town's 300<sup>th</sup> anniversary. In addition to its collaborative partnership with the Friends of Hopkinton Anniversaries Committee, the 300<sup>th</sup> Committee continued strengthening partnerships with many other groups and organizations across the town to embed the theme of the celebration broadly across the community. Funds were raised from the town operating budget, as well as independently by both Committees, and a corporate sponsorship program was undertaken. The Committee worked in collaboration with town employees to finalize

infrastructure allowing banners to be hung along Main Street advertising the anniversary year. Planning continued for multiple signature events including a commemorative book, town-wide family day, arts weekend, parade weekend, fireworks, and historical home and garden tours. The Committee developed a comprehensive website, [www.hopkintonma300.com](http://www.hopkintonma300.com), which will serve as the official online resource for the celebration year.

The Committee is grateful for broad community support and interest and looks forward to celebrating the 300<sup>th</sup> Anniversary of Hopkinton with all of its valued community members.

Respectfully submitted,

Jean Bertschmann

Committee members:

Jean Bertschmann, Chair

Hanan Cohen

Michelle Murdock

Craig Stanley

Scott Richardson

Liaison to Friends of Hopkinton Anniversary Celebrations  
Committee:

Ann Click

# Warrant

**COMMONWEALTH OF MASSACHUSETTS  
TOWN OF HOPKINTON  
ANNUAL TOWN MEETING WARRANT  
MONDAY, MAY 4, 2015**

*(Voter Registration Deadline: Tuesday, April 14, 2015,  
8:00 p.m.)*

**MIDDLESEX, ss.**

To any of the Constables of the Town of Hopkinton in  
said County,

**GREETINGS:**

In the name of the Commonwealth of Massachusetts  
you are hereby required to notify and warn all  
inhabitants of the Town of Hopkinton qualified to vote in  
elections and in Town affairs:

**To bring in their ballots on Monday, May 18, 2015, to  
an adjourned session of the Annual Town Meeting  
to be held at the Hopkinton Middle School  
Gymnasium, for the election of the following  
Officers:**

**Offices for the May 18, 2015 Election**

Office	Term (Years)	
Selectmen (2)	3	
Board of Assessors (1)	3	
Board of Health (1)	3	
Board of Health (1)	1	(unexpired term to 2016)
Board of Library Trustees (1)	3	
Cemetery Commissioner (1)	3	
Commissioner of Trust Fund (1)	3	
Housing Authority (1)	5	
Parks and Recreation Commission (2)	3	
Parks and Recreation Commission (1)	2	(unexpired term to 2017)
Planning Board (1)	5	
Planning Board (1)	3	(unexpired term to 2018)
School Committee (2)	3	

**AND, also, to vote "Yes" or "No" on the following questions appearing on the ballot in accordance with  
Chapter 59, Section 21C of the *Massachusetts***

***General Laws.***

**Question 1:** Shall the Town of Hopkinton be allowed to  
exempt from the provisions of proposition two and one-  
half, so-called, the amounts required to pay for the  
bond issued in order to construct a new Department of  
Public Works headquarters facility?

**Question 2:** Shall the Town of Hopkinton be allowed to  
exempt from the provisions of proposition two and one-  
half, so-called, the amounts required to pay for the  
bond issued in order fund engineering designs and  
construction services related to making roof repairs at  
the Hopkins and High Schools?

**Question 3:** Shall the Town of Hopkinton be allowed to  
exempt from the provisions of proposition two and one-

half, so-called, the amounts required to pay for the  
bond issued in order to acquire a fee interest in a  
parcel of land located at 135 Hayden Rowe Street and  
shown as parcel U23-28-0 on the Assessors Map?

**Question 4:** Shall the Town of Hopkinton be allowed to  
exempt from the provisions of proposition two and one-  
half, so-called, the amounts required to pay for the  
bond issued in order to acquire a fee interest in a  
parcel of land located at 147 Hayden Rowe Street and  
shown as parcels U23-32-0, U23-33-0 and U23-35-A on  
the Assessors Map?

**Question 5:** Shall the Town of Hopkinton be allowed to  
exempt from the provisions of proposition two and one-

half, so-called, the amounts required to pay for the bond issued in order to acquire a fee interest in a portion of the parcel of land located at 15 Claflin Avenue and shown as parcel U16-14-0 on the Assessors Map?

**Question 6:** Shall the Town of Hopkinton be allowed to exempt from the provisions of proposition two and one-half, so-called, the amounts required to pay for the bond issued in order to acquire a fee interest in a portion of the parcel of land located at 102 Fruit Street

and shown as parcel R6-5-0 on the Assessors Map as shown on a plan?

**For this purpose the polls will be open from 7:00 a.m. to 8:00 p.m.**

**AND, further, to meet at the Hopkinton Middle School Auditorium at 88 Hayden Rowe Street, on Monday, May 4, 2015, at 7:00 p.m., then and there to act upon the following Articles:**

## **REPORTS**

### **ARTICLE 1: Acceptance of Town Reports**

**Sponsor: Town Manager**

To hear the Reports of Town Officers, Boards and Committees.

Pass any vote or take any act relative thereto

## **FINANCIAL – FISCAL YEAR 2015**

### **ARTICLE 2: FY 2015 Supplemental Appropriations**

**Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to supplement operating budgets for

the fiscal year ending June 30, 2015.

Pass any vote or take any act relative thereto

### **ARTICLE 3: FY 2015 Budget Transfers**

**Sponsor: Town Manager**

To see if the Town will vote to transfer a sum or sums of money between and among various accounts for the fiscal year ending June 30, 2015.

Pass any vote or take any act relative thereto.

### **ARTICLE 4: Tercentennial Funds**

**Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money to the Celebrations Special Fund established pursuant to Chapter 44, Section 53I of the

*Massachusetts General Laws* for the purpose of celebrating the Town's 300th Anniversary.

Pass any vote or take an act relative thereto.

### **ARTICLE 5: Unpaid Bills from Previous Fiscal Years**

**Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to pay unpaid bills from prior fiscal years, in accordance with the provisions of Chapter 44,

Section 64, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

## **FINANCIAL – FISCAL YEAR 2016**

### **ARTICLE 6: Property Tax Exemption Increase**

**Sponsor: Board of Assessors**

To see if the Town will vote to accept the provisions of Section 4 of Chapter 73 of the Acts of 1986, as amended by Chapter 126 of the Acts of 1988, to provide an additional real estate tax exemption in the fiscal year beginning July 1, 2015, for those qualifying

for an exemption under Chapter 59, Section 5, clauses 17D, 22, 22A, 22B, 22C, 22D, 22E, 37A, 41C, 42 or 43 of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

### **ARTICLE 7: Set the Salary of Elected Officials**

**Sponsor: Personnel Committee**

To see if the Town will vote to fix the salary or compensation of all of the elected officials of the Town in accordance with Chapter 41, Section 108, of the

*Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

### **ARTICLE 8: Fiscal 2016 Operating Budget**

**Sponsor: Town Manager**

To hear and act on reports and recommendations of the Appropriation Committee and to see if the Town will vote to raise and appropriate, transfer from available funds, borrow or otherwise provide, a sum or sums of money for the operation and maintenance of Town Departments for the fiscal year beginning on July 1,

2015, and that such sums be expended for such purposes under the direction of the respective Town Officers, Boards and Committees.

Pass any vote or take any act relative thereto.

### **ARTICLE 9: FY 2016 Revolving Funds**

**Sponsor: Town Manager**

To see if the Town will vote to authorize or re-authorize the use of revolving funds containing receipts from the fees charged to users of the services provided by the various Boards, Committees, Departments or Offices of

the Town, pursuant to Chapter 44, Section 53E 1/2, of the *Massachusetts General Laws*.

Pass any vote or take any act relative thereto.

### **ARTICLE 10: Chapter 90 Highway Funds**

**Sponsor: Town Manager**

To see if the Town will vote to appropriate a sum or sums of money from the proceeds due to the Town pursuant to Chapter 90 of the *Massachusetts General Laws*, for the purposes of repair, construction, maintenance and preservation of the Town's roads and bridges and other related costs,

which qualify under the State Aid Highway Guidelines adopted by the Massachusetts Department of Transportation; said sum to be spent under the direction of the Town Manager.

Pass any vote or take any act relative thereto.

### **ARTICLE 11: Transfer to General Stabilization Fund**

**Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for the purpose of increasing the General Stabilization Fund, to be used, upon further

appropriation, for any lawful purpose.

Pass any vote or take any act relative thereto.

### **ARTICLE 12: Other Post Employment Benefits Liability Trust Fund**

**Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to be credited to the Other Post

Employment Benefits Liability Trust Fund.

Pass any vote or take any act relative thereto.



**ARTICLE 13: Local Hotel Tax Amendment****Sponsor: Town Manager &  
Board of Selectmen**

To see if the Town will vote to amend its local room occupancy excise tax under Chapter 64G, Section 3A, of the *Massachusetts General Laws* to the rate of 6%.

Pass any vote or take an act relative thereto.

**CAPITAL EXPENSES AND PROJECTS****ARTICLE 14: Pay-As-You-Go Capital Expenses****Sponsor: Town Manager**

To see if the Town will vote to raise and appropriate, transfer from available funds or otherwise provide a sum or sums of money to fund the following Pay-As-You-Go capital purchases and projects:

<b><u>Purchase or Product</u></b>	<b><u>To be spent under the direction of:</u></b>
Purchase of Portable Radios	Police Chief
Replacement of Police Cruisers	Police Chief
Replacement Cardiac Monitor	Fire Chief
Purchase Public Safety Dispatch Equipment	Town Manager
Upgrades to Roadway Light System to Energy Efficient LED Lighting	Department of Public Works
Cleanup of Snow Dump	Director of Public Works
Purchase of Loader Mounted Snow Blower	Director of Public Works
Sewer System Capacity and Business Analysis	Director of Public Works
Fruit Street Aquifer Analysis	Director of Public Works
Whitehall Wells Test Wells Installation	Director of Public Works
Elmwood Farm Parking Area	Town Manager
Expansion of Police Department Parking Lot	Town Manager

Pass any vote or take any act relative thereto.

**ARTICLE 15: Department of Public Works Facility****Sponsor: Permanent Building  
Committee & Board of Selectmen**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum or sums of money for the purpose of constructing a new Department of Public Works

headquarters facility; said sum to be spent under the direction of the Town Manager.

Pass any vote or take an act relative thereto.

**ARTICLE 16: Fire Truck Replacement****Sponsor: Town Manager & Fire Chief**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for the purchase of a fire truck to replace the current "Rescue 1" truck,

accessories and related costs; said sum to be spent under the direction of the Fire Chief.

Pass any vote or take an act relative thereto.

**ARTICLE 17: Purchase of Dump Truck****Sponsor: Town Manager & Director of Public Works**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for the purchase of a ten-wheel dump truck, accessories and related costs;

said sum to be spent under the direction of the Town Manager.

Pass any vote or take an act relative thereto.

**ARTICLE 18: Purchase of Water Utility Vehicle Sponsor: Town Manager & Director of Public Works**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for the purchase of a pickup truck, accessories and related costs for the

Water Department; said sum to be spent under the direction of the Town Manager.

Pass any vote or take an act relative thereto.

**ARTICLE 19: Water Main Replacement – Cedar Street Director of Public Works**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for engineering designs, bid documents, construction services and associated costs related to the replacement of the

water main at Cedar Street; said sum to be spent under the direction of the Town Manager.

Pass any vote or take an act relative thereto.

**ARTICLE 20: Fruit Street Water Facility Engineering – Well Blending Sponsor: Town Manager & Director of Public Works**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for engineering designs, bid documents, construction services and associated costs related to the design of a well

blending system at the Fruit Street water facility; said sum to be spent under the direction of the Town Manager.

Pass any vote or take an act relative thereto.

**ARTICLE 21: Grove Street Water Tank Replacement – Engineering Sponsor: Town Manager & Director of Public Works**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for engineering designs, bid documents, and construction services related to the replacement of two water tanks currently

located at the Grove Street water facility; said sum to be spent under the direction of the Town Manager.

Pass any vote or take an act relative thereto.

**ARTICLE 22: Fruit Street Auxiliary Facility – Construction Sponsor: Parks & Recreation Commission**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for engineering designs, bid documents, and construction services related to construction of a concession area, restrooms

and storage facilities at the Fruit Street Athletic Fields; said sum to be spent under the direction of the Parks & Recreation Commission.

Pass any vote or take an act relative thereto.

**ARTICLE 23: Joint Information Technology Sponsor: School Committee and Town Manager**

To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money to provide equipment, materials, labor and services necessary or appropriate to acquire the third phase of a Voice-over Internet Protocol (VoIP) communication system including network

equipment and other technology equipment; said sum to be spent under the joint direction of the School Committee and the Town Manager.

Pass any vote or take an act relative thereto.

<b>ARTICLE 24: School Safety &amp; Security</b>	<b>Sponsor: School Committee</b>
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To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for the installation of certain security, warning, and monitoring equipment in

each of the school buildings; said sum to be spent under the direction of the School Committee.

Pass any vote or take an act relative thereto.

<b>ARTICLE 25: Joint Safety and Security Upgrades</b>	<b>Sponsor: School Committee and Town Manager</b>
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To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money to upgrade security at Town and School facilities; said sum to be spent under

the direction of the School Superintendent and the Town Manager.

Pass any vote or take an act relative thereto.

<b>ARTICLE 26: Fire Alarm Upgrades – Middle School</b>	<b>Sponsor: School Committee</b>
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To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money to upgrade the fire alarm system at the Hopkinton Middle School; said sum

to be spent under the direction of the School Committee.

Pass any vote or take an act relative thereto.

<b>ARTICLE 27: Roof Repairs – Hopkins and High Schools</b>	<b>Sponsor: School Committee</b>
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To see if the Town will vote to raise and appropriate, borrow, transfer from available funds, or otherwise provide a sum or sums of money for engineering designs and construction services related to making roof repairs at the Hopkins and High Schools; said sum

to be spent under the direction of the Permanent Building Committee.

Pass any vote or take an act relative thereto.

<b>ARTICLE 28: Resurfacing Basketball &amp; Tennis Courts</b>	<b>Sponsor: School Committee</b>
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To see if the Town will vote to raise and appropriate, transfer from available funds, or otherwise provide a sum or sums of money for engineering designs, bid documents, and construction services related to resurfacing the outdoor basketball and tennis courts at

the Middle & High School campus; said sum to be spent under the direction of the School Committee.

Pass any vote or take an act relative thereto.

### **COMMUNITY PRESERVATION FUNDS**

<b>ARTICLE 29: Community Preservation Recommendations</b>	<b>Sponsor: Community Preservation Committee</b>
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To see if the Town will vote to hear and act on the report of the Community Preservation Committee on the Fiscal Year 2016 Community Preservation budget and to appropriate from the Community Preservation Fund a sum of money, not to exceed 5% of the Fiscal Year 2016 estimated annual revenues, to meet the administrative expenses and all other necessary and proper expenses of the Community Preservation Committee for Fiscal Year 2016; and, further, to reserve for future appropriation a sum of money from the Community Preservation Fund for open space,

historic resources, and community housing purposes; and, further, to appropriate from the Community Preservation Fund, or borrow pursuant to Chapter 44B, Section 11, of the Massachusetts General Laws, or any other enabling authority, a sum or sums of money for the following Community Preservation projects or purposes, including the acquisition of interests in land, all as recommended by the Community Preservation Committee:

- a) A sum of money from funds reserved for Historic

Preservation to preserve Town records; said sum to be spent under the direction of the Town Clerk and the Community Preservation Committee.

b) A sum of money from funds reserved for Active Passive Recreation to acquire two pieces of property as follows: (1) that parcel of land containing 3.839 acres and described as a portion of the former New York, New Haven and Hartford Railroad between Franklin and Ashland, which begins at the Southerly line of Granite Street in Hopkinton and described in Schedule A of a deed from Penn Central to Mary Wyckoff recorded on July 6, 1988 and recorded with the Middlesex Registry of Deeds in Book 19173, Page 304; and (2) that parcel of land containing 1.452 acres and described as the northwesterly side of Hayden Rowe Street, Lot 2B on a plan entitled "Compiled Plan of Land in Hopkinton, MA" prepared for Mary Wyckoff by J.D. Marquedant & Associates, Inc. and dated May 2, 2006 and recorded in the Middlesex Registry of Deeds as Plan #609 of 2006; said sum to be spent under the direction of the Town Manager and the Community Preservation Committee.

c) A sum of money from funds reserved for Open Space to install signage to identify trailheads at the Deneen-Austin Powder Conservation Area, Douglas B. Sands Memorial Trail, Susan D. Gozzaldi Memorial Trail, and the Fruit Street North Section trailhead, said sum to be spent under the direction of the Open Space Preservation Commission and the Community Preservation Committee.

d) A sum of money from funds reserved for Open Space to create the Sylvan Way Conservation Restriction Endowment; said sum to be spent under the direction of the Open Space Preservation Commission and the Community Preservation Committee.

e) A sum of money from funds reserved for Historic Preservation to repair for the McFarland Sanger House; said sum to be spent under the direction of the Historical Commission and the Community Preservation Committee.

f) A sum of money from funds reserved for Active Passive Recreation for a parking engineering study

related to access and parking at Fruit Street; said sum to be spent under the direction of the Parks and Recreation Commission and the Community Preservation Committee.

g) A sum of money from funds reserved for Active Passive Recreation for a parking engineering study related to access and parking for access to Legacy Farms; said sum to be spent under the direction of the Parks & Recreation Commission and the Community Preservation Committee.

h) A sum of money from funds reserved for Active Passive Recreation and Unreserved Funds for construction of a concession area, restrooms and storage facilities at the Fruit Street Athletic Fields for Active Passive Recreation; said sum to be spent under the direction of the Parks & Recreation Commission and the Community Preservation Committee, and that to meet this appropriation, the Treasurer be authorized to borrow a sum or sums of money for 10 years as authorized pursuant to *M.G.L. c.44B, §11*.

i) A sum of money from funds reserved for Historic Preservation to scan and digitize the Town's cemetery records; said sum to be spent under the direction of the Historical Commission and the Community Preservation Committee.

j) A sum of money from funds reserved for Historic Preservation to preserve the Toll House Historic Site; said sum to be spent under the direction of the Historical Commission and the Community Preservation Committee.

k) A sum of money from Unreserved Funds to construct a pavilion at the Hopkins School playground for recreation purposes; said sum to be spent under the direction of the School Committee and the Community Preservation Committee.

l) A sum of money from funds reserved for Historic Preservation to renovate the Claflin Memorial Fountain; said sum to be spent under the direction of the Parks & Recreation Department.  
Pass any vote or take an act relative thereto.

## **ZONING BYLAW AMENDMENTS**

### **ARTICLE 30: Amend Open Space Mixed Use Overlay District to replace 200,000 sq. ft of commercial with 180 age restricted units**

**Sponsor: Planning Board**

To see if the Town will vote to amend Article XXVI, Open Space Mixed Use Development Overlay District, of the Zoning Bylaws as follows:

1. Amend § 210-163(B) by inserting the following item 1:

(1) Article XVIA (Senior Housing Development) and renumbering the remaining items appropriately.

2. Insert in alphabetical order into § 210-164, Definitions, the following definition:

**SENIOR HOUSING DEVELOPMENT** - A multifamily residential land use consisting of multiple dwelling units on one single contiguous parcel, operated with the intent that at least one resident of every unit be 55 years of age or older.

3. Amend the table in § 210-165, Uses, by deleting the row beginning with the term "Multifamily Dwellings" and inserting, in place thereof, a row beginning with the term "Multifamily Dwellings other than Senior Housing Developments" that has a "Y" in the columns for the Residential Subdistrict, the Commercial Subdistrict and the Village Center Subdistrict.

Further amend the table in § 210-165, Uses, by deleting the "SP" in the Commercial Subdistrict column for the row beginning with the term "Attached dwellings including garden apartments", and insert therefore a "Y".

5. Further amend the table in § 210-165, Uses, by deleting the row beginning with the term "Senior Housing" and inserting, in place thereof, a row beginning with the term "Senior Housing Development" that has a "Y" in the column for the Residential Subdistrict, a "Y" in the column for the Commercial Subdistrict and a "Y" in the column for the Village Center Subdistrict.

Amend § 210-166, Intensity of Use Limitations, by deleting the first paragraph of subsection A and inserting a new subsection A as follows:

A. Dwelling Uses within the OSMUD District shall be limited to 940 new Dwelling Units constructed after May

5, 2008, plus 180 Dwelling Units in Senior Housing Developments constructed after May 4, 2015, provided, however, that the owner or owners of any such additional Dwelling Unit in Senior Housing Developments shall require, through deed restrictions, condominium documents, leases, rental agreements or other appropriate instruments, the form and adequacy of which has been approved by the Planning Board, that no child under the age of 18 may be a resident in any such Dwelling Unit. No more than 50 of the 1120 new Dwelling Units so constructed may be single-family dwellings, and the remainder shall be multi-family dwellings, including attached dwellings, garden apartments, units in mixed-use buildings and Senior Housing Developments.

Neither the dwellings located at 80, 82, 83 nor 90 East Main Street or 26 Clinton Street, nor the Group Home located at 44 Wilson Street, all of which were in existence as of the effective date of this Article, shall be deemed to be a Dwelling Unit for the purposes of this Intensity of Use limitation. However, in the event that any such dwelling is converted to or reconstructed as a multi-family dwelling use, the resulting number of Dwelling Units in excess of one (1) on any such property shall be counted towards the Intensity of Use limitation.

No Accessory Family Dwelling Unit for which the Board of Appeals grants a Special Permit pursuant to § 210-126 shall be deemed to be a separate Dwelling Unit for purposes of this Intensity of Use limitation.

7. Amend § 210-167, Affordable Housing, by deleting subsection A in its entirety and inserting a new subsection A as follows:

A. Except as otherwise provided in the following paragraph of this Section, not fewer than sixty (60) Dwelling Units within the OSMUD District shall be Affordable Housing, which shall be located within one or more Development Projects containing, in the aggregate, not fewer than two hundred forty (240) Dwelling Units eligible for inclusion in the Massachusetts Department of Housing and Community Development's Subsidized Housing Inventory. These requirements shall be in addition to the Affordable Housing requirements provided in Subsection C of this Section.



Notwithstanding the foregoing, if, prior to the issuance of a building permit for a Development Project that contains Affordable Housing, either (i) M.G.L. c. 40B, §§ 20 through 23 is no longer in effect, or (ii) the rules, regulations or guidelines of the Massachusetts Department of Housing and Community Development issued pursuant to M.G.L. c. 40B, §§ 20 through 23 no longer provide that all of the units in a rental development that contains at least 25% affordable housing units are eligible for inclusion on the Subsidized Housing Inventory, then not fewer than ninety-four (94) Dwelling Units within the OSMUD District shall be developed as Affordable Housing, in addition to the Affordable Housing requirements provided in Subsection C of this Section.

Add a new subsection C to § 210-167 as follows:

C. In addition to the Affordable Housing requirements provided in Subsection A of this Section, to the extent that the Senior Housing Developments create a total number of Dwelling Units within the OSMUD District in excess of 940, those Senior Housing Developments shall require the provision of, in the aggregate, one Dwelling Unit of Affordable Housing for every 10 Dwelling Units in Senior Housing Developments, but not to exceed twenty (18) Dwelling Units of Affordable Housing in the aggregate. The additional Dwelling Units of Affordable Housing required under this section may be provided anywhere within the OSMUD District.

9. Amend § 210-168, Dimensional Requirements by changing the tables in subsections A and B by altering the column headings to read "Residential Subdistrict (R) and Commercial Subdistrict (C) [Dwelling Uses]", "Commercial Subdistrict (C) [Commercial Uses]" and "Village Center Subdistrict (VC)".

10. Further amend § 210-168, subsection A by deleting the second sentence following the table and beginning with the words "When a Commercial Subdistrict..." in its entirety and replacing it with the following:

When a Commercial Subdistrict abuts a Residential Subdistrict within the OSMUD District, a setback of at least 50 feet between buildings in the Commercial Subdistrict used for commercial purposes and the boundary of the Residential Subdistrict shall be provided.

11. Amend § 210-168, subsection C by deleting the first sentence in its entirety and replacing it with the following:

All buildings in the Commercial Subdistrict used for commercial purposes shall be located a minimum of 100 feet from any lot outside the OSMUD District used for residential purposes at the time of the Site Plan Review application.

12. Add a new subsection D(5) to Section 210-173 as follows:

(5) Adequate mitigation has been provided with respect to any conditions impacting on-site safety, whether such conditions are created on-site or off-site.

13. Delete subsection C of § 210-175 in its entirety and inserting, in place thereof, a new item subsection C as follows:

C. All land within the OSMUD District shall be subject to the provisions of this Chapter as in effect on the effective date of the amendments added to this Chapter by the 2015 Annual Town Meeting.

Pass any vote or take any act relative thereto.

<b>ARTICLE 31:</b>	<b>Adjust boundary line between Downtown Business District &amp; Residence A District off B Street</b>	<b>Sponsor: Planning Board</b>
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To see if the Town will vote to amend the Zoning Map by changing the boundary between the Downtown Business (BD) District and the Residence A (RA) District to run concurrently with existing property lines on the following parcels :

<i>Parcel Location</i>	<i>From</i>	<i>To</i>
4 B Street (Assessors Map U16 Block 103 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
6 B Street (Map U16 Block 102 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
8 B Street (Map U16 Block 101 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)

<i>Parcel Location</i>	<i>From</i>	<i>To</i>
10 B Street (Map U16 Block 100 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)
23 Walcott Street (Map U16 Block 98 Lot 0)	Downtown Business (BD) and Residence A (RA)	Residence A (RA)

Pass any vote or take any act relative thereto.

**ARTICLE 32: Amend Industrial B District to allow indoor recreation uses by right, and to adopt a definition of indoor recreation uses** **Sponsor: Planning Board**

To see if the Town will vote to amend the Zoning Bylaw as follows:

1. Insert the following new definition into § 210-4, Definitions, in appropriate alphabetical order:

2. INDOOR RECREATION – A facility, within a permanent building or structure, designed and equipped for the conduct of sports, athletic and other leisure-time activities; provided that all activities are conducted entirely within the building and no noise generated within the facility may be heard at the property line.

Such activities may include swimming, skating, indoor skydiving, soccer, bowling and other similar uses; but shall not include arcades and billiard halls unless accessory to another indoor recreation use.

Amend § 210-37.9, Uses allowed by special permit, by inserting a new subsection K as follows:

K. Indoor recreation uses.

Pass any vote or take any act relative thereto

**ARTICLE 33: Housekeeping article to move definition of Lots in Two or More Residential Districts** **Sponsor: Planning Board**

To see if the Town will vote to amend the Zoning Bylaws as follows:

1. By deleting the definition of "Lots in Two or More Residence Districts" from Section 210-4, Definitions, in its entirety; and

2. By inserting a new Section 117.1 as follows:

**§ 210-117.1 Lots in two or more residence districts**

If a lot is located in two or more residence districts, all of the lot shall be considered as lying entirely within the district having the largest area and frontage requirements.

**ARTICLE 34: Amend Downtown Business District to allow parking between principal buildings and the street by special permit** **Sponsor: Planning Board**

To see if the Town will vote to amend Article VIA, Downtown Business (BD) District, of the Zoning Bylaws by deleting subsection A from Section 210-20.4. Off-Street Parking, in its entirety, and inserting a new subsection A as follows:

A. No off-street parking shall be located between the principal building and Main Street. Off-street parking may be located between the principal building and other streets only upon the grant of a special permit by the Planning Board. The Planning Board may grant the special permit only if it finds that:

(1) The proposed parking will not be detrimental to

the surrounding neighborhood, and

(2) The proposed location and design of the parking will enhance the downtown streetscape.

For the purposes of this subsection, the term "streetscape" shall refer to all elements that constitute the physical makeup of a street, and that as a group, define its character, including building facades, frontage and placement; the paved street; street furniture; landscaping, including trees and other plantings; awnings; signs and lighting.

Pass any vote or take any act relative thereto.

**ARTICLE 35: Amend Open Space and Landscape Preservation Development Sponsor: Planning Board**

To see if the Town will vote to amend Article XVII, Open Space and Landscape Preservation Development, as follows:

1. Delete subsection A of § 210-108 in its entirety and insert, in place thereof, a new subsection A as follows:

A. Any parcel of land that is located within a Residence B, Residence Lake Front or Agricultural zoning district and that may be developed as a conventional subdivision may be considered for an open space and landscape preservation development subject to a special permit issued by the Planning Board.

2. Delete subsection A of § 210-110 in its entirety and insert, in place thereof, a new subsection A as follows:

A. Size: The total area of the tract proposed for open space and landscape preservation development shall be at least 10 acres or 5 acres if located adjacent to open space that will be expanded by the proposed plan if such open space is already protected by an existing conservation restriction or similar deed restriction, or will be protected by such a restriction in accordance with a pending application to the Planning Board or a condition of a Planning Board approval

3. Delete the first sentence of § 210-113.C(4) and insert, in place thereof a new first sentence as follows:

Buffer areas shall remain substantially in their current natural state; provided, however, that such areas may include new trails and trailhead parking areas as may be approved by the Planning Board.

Pass any vote or take any act relative thereto.

**ARTICLE 36: Amend site plan review bylaw pertaining to site lighting Sponsor: Planning Board**

To see if the Town will vote to amend Article XX, Site Plan Review, by deleting subsection N from § 210-136.1 in its entirety and inserting a new subsection N as follows:

N. Levels of illumination shall be provided as follows:

1. No property may have exterior lighting that exceeds the average illumination level recommended by the Illuminating Engineering Society of North America for such use as set forth in "Lighting Facilities for Parking Facilities," Illuminating Engineering Society, 2014 and "The Lighting Handbook," 10<sup>th</sup> Ed., Illuminating Engineering Society, 2011.

2. For pole mounted lights in parking and driveway areas, the height of the light source shall not exceed 15 feet, which shall be measured from the ground at the base of the pole to the bottom of the fixture.

3. Pedestrian area lighting shall utilize fully shielded fixtures, and the height of light source shall not exceed 12 feet, measured from the ground at the base of the pole to the bottom of the fixture.

4. No exterior lighting may interfere with the safe movement of motor vehicles on public ways or private ways open to the public.

5. Mercury vapor lamps shall be prohibited.

6. Uplighting shall be permitted only when used in one of the following manners:

(a) To light a primary entrance, when the fixture or lamp is wall-mounted under an architectural element (e.g., roofs over walkways, entries or overhanging, nontranslucent eaves) so that the uplighting is fully captured;

(b) To light local, state or national flags; or

(c) To highlight or illuminate a building facade or landscaping, or to highlight or illuminate statues or monuments.

7. Floodlighting shall be permitted only if a fully shielded fixture is utilized and no lighting will fall onto the property of others.

8. Safety and security lighting shall use motion sensors, photocells, or photocells or timers to control duration of nighttime illumination.

9. Exterior lighting of recreation facilities shall utilize fully shielded fixtures and, except as authorized by Special Permit or Site Plan Approval, shall be turned off by 10:00 p.m. or at the conclusion of an activity begun before 10:00 p.m.; provided, however, that in any event the exterior lighting shall be turned off by midnight.

10. Blinking, flashing, moving, revolving and flickering lights, as well as lighting that changes intensity or color shall be prohibited except for lighting for public safety or traffic control and lighting required by the U.S. Federal Aviation Administration for air traffic control and warning purposes.

11. Notwithstanding any provisions of this subsection to the contrary, sidewalks that run along the perimeter of a site and are in a public right of way or on abutting property may be illuminated, and illumination may spill onto abutting non-residential property if requested in writing by the abutting property owner.

Exterior lighting that does not conform to the provisions of this subsection may be allowed by special permit from the Planning Board if the Planning Board finds that such exterior lighting will be consistent with the Purposes of this Article, or that there are other demonstrable community, health, safety or welfare benefits that will be served by the exterior lighting. No special permit may be granted pursuant to this subsection unless the Planning Board determines that the proposed exterior lighting is appropriate for the size and use of the property, any buildings thereon, and the neighborhood setting.

Pass any vote or take any act relative thereto.

**ARTICLE 37: Housekeeping article on modifying Design Review Board Bylaw Sponsor: Planning Board**

To see if the Town will vote to amend Section 210-143 of the Zoning Bylaws by inserting, at the end of the first sentence thereof, the following:

not have jurisdiction to review applications for signs over which a Historic District Commission has review authority.

provided, however, that the Design Review Board shall

Pass any vote or take any act relative thereto.

**ARTICLE 38: Sign bylaw amendments Sponsor: Planning Board**

To see if the Town will vote to amend Article XXVII, Signs, as follows:

and aligned to define or enhance the building's architectural elements. Sign design shall be reasonably compatible with the mounting location, height, proportions and materials of other signs on the same lot.

1. Insert new subsections H, I, J and K into § 210-178 as follows:

H. Signs may be externally illuminated by steady, stationary light shielded and directed solely at the sign; signs may be reverse lit or backlit; or signs may consist of translucent channel lit letters and characters. Internally illuminated signs are prohibited, other than signs consisting of translucent channel lit letters/characters, shall be prohibited.

J. Unless specifically authorized by this Article, there shall be no signs displayed off the premises of the use that is the subject of the sign.

K. No sign that is mounted to be flush with a building wall shall be more than 6 inches in depth.

I. Signs attached to a building shall be placed

Pass any vote or take any act relative thereto.

**ARTICLE 39: Housekeeping article to consolidate and coordinate special permit language Sponsor: Planning Board**

To see if the Town will vote to amend the Zoning Bylaw as follows:

Appeals:

1. Amend Article VI, Business (B) District, by deleting § 210-19 thereof in its entirety and inserting, in its place, a new § 210-19 as follows:

(1) Gasoline service stations and automobile repair garages operating in compliance with all federal, state, and municipal regulatory requirements, expressly including the accessory use of retail sale of propane; provided, however, that the maximum size of any propane storage tank authorized by Special Permit issued pursuant to this section shall not exceed 2,000 gallons.

**§ 210-19. Uses allowed by Special Permit.**

A. The following uses shall be allowed in a B District upon the granting of a Special Permit by the Board of

(2) Single and multifamily residences and buildings used for dwelling purposes; provided, however, that all residential uses shall comply with the dimensional requirements contained in Article II, Residence A (RA) District.

(3) Live commercial entertainment.

(4) Car wash facilities.

(5) Theaters, halls and clubs.

The following uses shall be allowed in a B District upon the granting of a Special Permit by the Planning Board:

(1) Drive-in, drive-through, or drive-up uses, excluding the dispensing of food or drink; provided, however that:

An adequate dedicated area for at least four vehicles to queue shall be provided on the premises, and

Notification of the public hearing for such Special Permit shall be mailed to the owners of all properties within 1,000 feet of the premises.

(2) Off-street parking facility.

(3) Registered Marijuana Dispensary (RMD).

2. Amend Article VIA, Downtown Business (BD) District, by deleting § 210-20.3 thereof in its entirety and inserting, in its place, a new § 210-20.3 as follows:

### **§ 210-20.3. Uses allowed by Special Permit.**

A. The following uses shall be allowed in a BD District upon the granting of a Special Permit by the Board of Appeals:

(1) Gasoline service stations and automobile repair garages operating in compliance with all federal, state, and municipal regulatory requirements, expressly including the accessory use of retail sale of propane; provided, however, that the maximum size of any propane storage tank authorized by Special Permit issued pursuant to this section shall not exceed 2,000 gallons.

(2) Single and multifamily residences and buildings used for dwelling purposes; provided, however, that all residential uses shall comply with the dimensional requirements contained in Article II, Residence A (RA) District.

(3) Live commercial entertainment.

(4) Car wash facilities.

(5) Theaters, halls and clubs.

B. The following uses shall be allowed in a BD District upon the granting of a Special Permit by the Planning Board:

(1) Drive-in, drive-through, or drive-up uses, excluding the dispensing of food or drink; provided, however that:

a. An adequate dedicated area for at least four vehicles to queue shall be provided on the premises, and

b. Notification of the public hearing for such Special Permit shall be mailed to the owners of all properties within 1,000 feet of the premises.

(2) Off-street parking facility.

3. Amend Article VII, Rural Business (BR) District, by deleting § 210-24 thereof in its entirety and inserting, in its place, a new § 210-24 as follows:

### **§ 210-24. Uses allowed by Special Permit.**

A. The following uses shall be allowed in the BR District upon the granting of a Special Permit by the Board of Appeals:

(1) Filling station and routine automobile maintenance, but not including major repairs.

(2) Single-family residence.

(3) Live commercial entertainment and places of assembly.

(4) Veterinary clinic.

(5) Continuing Care Retirement Community Facilities/Assisted Living Facilities/Nursing Home Facilities.

B. The following uses shall be allowed in a BR District upon the granting of a Special Permit by the Planning Board:

(1) Drive-in, drive-through, or drive-up uses, excluding the dispensing of food or drink; provided, however that:



a. An adequate dedicated area for at least four vehicles to queue shall be provided on the premises, and

b. Notification of the public hearing for such Special Permit shall be mailed to the owners of all properties within 1,000 feet of the premises.

Registered Marijuana Dispensary (RMD).

4. Amend Article VIII, Industrial A (IA) Districts, by deleting § 210-35 thereof in its entirety and inserting, in its place, a new § 210-35 as follows:

#### **§ 210-35. Uses allowed by Special Permit.**

The following uses shall be allowed in an IA District upon the grant of a Special Permit by the Board of Appeals.

(1) Genetic, biological and chemical research centers, laboratories and manufacturing and processing plants with a Biosafety Level of Level 3 (involving specific combinations of work practices, safety equipment and facilities appropriate for infectious agents that may be transmitted by the respiratory route which can cause serious infection), as determined in accordance with the Guidelines of the U.S. Centers for Disease Control.

(2) Conference centers with or without a residential dormitory component.

(3) Veterinary clinics.

(4) Automobile and truck rental and repair, but not including automobile and truck sales.

(5) As an accessory use, facilities for storage of gasoline, kerosene, fuel oil, volatile gases and other such substances, except as otherwise prohibited by this Chapter.

(6) Recycling centers; provided, however, that recycling activities are not located within 100 feet of a residential zoning district, and provided further that a buffer area containing natural material and forming an effective year-round screen between the recycling activities and the residential zoning district shall be required.

(7) Continuing care retirement community/assisted living facility/nursing home facility.

B. The following uses shall be allowed in an IA

District upon the grant of a Special Permit by the Planning Board:

(1) Registered Marijuana Dispensary (RMD).

5. Amend Article VIII, Industrial B (IB) District, by deleting § 210-37.9 thereof in its entirety and inserting, in its place, a new § 210-37.9 as follows:

#### **§ 210-37.9. Uses allowed by Special Permit.**

A. The following uses shall be allowed in an IB District upon the grant of a Special Permit by the Board of Appeals:

(1) Genetic, biological and chemical research centers, laboratories and manufacturing and processing plants with a Biosafety Level of Level 3 (involving specific combinations of work practices, safety equipment and facilities appropriate for infectious agents that may be transmitted by the respiratory route which can cause serious infection), as determined in accordance with the Guidelines of the U.S. Centers for Disease Control.

(2) Conference centers with or without a residential dormitory component.

(3) Parking Facilities for Public School Buses Serving Hopkinton Residents

(4) Restaurants where all patrons are seated, and (1) that contain more than 100 seats; or (2) that are open for business after 11:00 PM.

(5) Veterinary clinics.

(6) Automobile and truck rental and repair, but not including automobile and truck sales.

(7) Facilities for storage as an accessory use of gasoline, kerosene, fuel oil, volatile gases and other such substances, unless prohibited elsewhere in this Chapter.

(8) Recycling centers, provided that such activities on the lot are not located within 100 feet of a residential zoning district, and a buffer area containing natural material will form an effective year-round screen between the industrial uses and the residential zone.

(9) Continuing care retirement community/assisted living facility/nursing home facility.

B. The following uses shall be allowed in an IB District upon the grant of a Special Permit by the Planning Board:

(1) Registered Marijuana Dispensary (RMD).

6. Amend Article XI, Flexible Community Development Bylaw, by deleting § 210-59 thereof in its entirety and inserting, in its place, a new § 210-59 as follows:

**§ 210-59. Administration.**

A development shall require the grant of a Special Permit from the Planning Board. A Special Permit shall be granted if the proposal meets the requirements of this Chapter. If a development requires a Special Permit pursuant to any other provision of this Chapter, a separate Special Permit shall not be required. The Planning Board shall prepare and, after a public hearing, adopt and file regulations with the Town Clerk, which shall include submission requirements, timelines, procedures and provisions necessary to implement this Article.

7. Amend Article XII, Water Resources Protection Overlay District, by deleting Subsection C(4) from § 210-71, Special Permits, and inserting, in place thereof, a new Subsection C(4) as follows:

(4) The SPGA shall hold a public hearing in accordance with the provisions of this Chapter.

8. Amend § 210-75 of Article XIII, Garden Apartments in Residential Districts, by deleting Subsections A(1)(c) and A(1)(g) thereof in their entirety and inserting a new Subsection A(1)(c) as follows:

(c) The Planning Board shall hold a public hearing and file its decision in accordance with the provisions of this Chapter.

9. Amend § 210-75.4 of Article XIII A, Village Housing in Residential Districts, by deleting Subsections A(1)(c) and A(1)(g) thereof in their entirety and inserting a new Subsection A(1)(c) as follows:

(c) The Planning Board shall hold a public hearing and file its decision in accordance with the provisions of this Chapter.

10. Amend Article XIV, Campus Style Development, by deleting § 210-88 thereof in its entirety.

11. Amend § 210-105.4 of Article XVI A, Senior Housing

Development, by deleting Subsections A(1)(c) and A(1)(g) thereof in their entirety and inserting a new Subsection A(1)(c) as follows:

(c) The Planning Board shall hold a public hearing and file its decision in accordance with the provisions of this Chapter.

12. Amend Article XVII, Open Space and Landscape Preservation Development, by deleting § 210-116 thereof in its entirety.

13. Amend Article XVIII, Supplementary Regulations, as follows:

A. By deleting the second sentence of § 210-117.2.B in its entirety.

B. By deleting Subsection D(2) of § 210-120 in its entirety and inserting, in place thereof, a new Subsection D(2) as follows:

(2) The Planning Board shall conduct its review, hold a public hearing and file its decision with the Town Clerk as required by the provisions of this Chapter.

C. By amending § 210-124 as follows:

(1) Deleting the first sentence of Subsection C (2) in its entirety and inserting a new first sentence as follows:

Before granting the Special Permit, the Planning Board shall determine that all parking spaces associated with a use are within practical walking distance.

(2) Deleting the third sentence of Subsection D in its entirety and inserting a new third sentence as follows:

Before granting the Special Permit, the SPGA shall determine that the provision of parking spaces proposed will be adequate for all parking needs.

14. Amend Article XXII, Appeals, as follows:

A. Change the title of the Article from "Appeals" to "Board of Appeals."

B. Delete item (2) of § 210-146.B in its entirety and insert a new item (2) as follows:

(2) Special Permits. Pursuant to MGL c.40A, § 9, to act as the Special Permit Granting Authority in accordance with Article XXXIV.

C. Delete the first sentence of § 210-149 in its

entirety and insert a new first sentence as follows:

Public hearings shall be held pursuant to MGL c.40A, § 11, on all appeals and applications or petitions for variance.

D. Delete subsection B of § 210-151 in its entirety and insert a new subsection B as follows:

B. The decision of the Board of Appeals on all appeals and applications or petitions for variance shall be made within 100 days after the date of filing.

E. Delete subsection A of § 210-152 in its entirety and assign new letter designations to the remaining subsections of said section as appropriate.

15. Amend Article XXVI, Open Space Mixed Use Development Overlay District (OSMUD), by amending § 210-172 thereof as follows:

A. By deleting the first sentence of Subsection A in its entirety and inserting, in place thereof, a new first sentence as follows:

Except as otherwise provided in this Section, no Construction Activity for any development project to be located on land within the OSMUD District may commence unless authorized by a Master Plan Special Permit issued pursuant to the provisions of this Chapter.

B. By deleting Subsection C(4) in its entirety and inserting, in place thereof, a new Subsection C(4) as follows:

(4) The Planning Board shall hold a public hearing and file its decision with the Town Clerk in conformance with the requirements of this Chapter.

C. By deleting Subsection D(2) in its entirety and inserting, in place thereof, a new Subsection D(2) as follows:

(2) The Master Plan shall serve the purposes of the OSMUD District as described in § 210-162.

16. Amend § 210-194 of Article XXIX, Hotel Overlay District, as follows:

A. By deleting Subsection B(1) in its entirety and renumber this section accordingly;

B. By deleting Subsections C and E in their entirety and assigning new letter designations to the remaining subsections of said section as appropriate.

17. Amend § 210-199 of Article XXX, Wind Energy Systems, by deleting Subsection C in its entirety and inserting a new Subsection C as follows:

D. The Board of Appeals shall conduct its review, hold a public hearing and file its decision with the Town Clerk as required by the provisions of this Chapter.

18. Amend § 210-203 of Article XXXI, Commercial Solar Photovoltaic Installations, as follows:

A. By deleting Subsection C in its entirety and inserting, in its place, a new Subsection C as follows:

C. The Planning Board shall conduct its review, hold a public hearing and file its decision with the Town Clerk as required by the provisions of this Chapter.

B. By deleting the first paragraph of Subsection D in its entirety and inserting, in its place, a new first paragraph as follows:

D. Approval Criteria. Before the Planning Board may issue such Special Permit, it shall determine each of the following:

C. By deleting Subsection D(4) in its entirety.

D. By deleting Subsection F in its entirety.

19. Insert a new Article XXXIV, Special Permit Granting Authority, as follows:

## **ARTICLE XXXIV**

### **Special Permit Granting Authority**

#### **§ 210-223. Special Permits.**

A. Pursuant to MGL c. 40A, § 9, the Special Permit Granting Authority (SPGA) shall hear and decide applications for Special Permits for which express provision is made in this Chapter. The SPGA may be the Board of Appeals or the Planning Board.

B. The SPGA shall adopt rules not inconsistent with the General Laws and the provisions of this Chapter for conducting its business and shall file a copy thereof with the Town Clerk.

C. A Special Permit shall lapse within two years of the grant thereof unless good cause is shown why substantial use thereof, or related construction, has not begun; provided, however, that an applicant may

request an extension of the term of a Special Permit from the SPGA, and the SPGA may extend such term as it deems appropriate.

D. Public hearings on all applications for Special Permits shall be held in accordance with MGL c. 40A, § 11.

E. The decision of the SPGA shall be made within 90 days after the close of the public hearing. The required time limits for a public hearing and the filing of a decision may be extended by written agreement between the applicant and the SPGA, and shall be filed with the Town Clerk.

F. Failure of the SPGA to act within the specified period shall be deemed to be a grant of the Special Permit.

G. Unless otherwise specified in this Chapter, a special permit may be granted only if the SPGA

determines that:

(1) All applicable criteria and standards set forth in this Chapter have been satisfied, and

(2) Grant of the Special Permit will be in harmony with the general purpose and intent of this Chapter.

H. In reviewing an application for a Special Permit, the SPGA shall give due consideration to promoting the public health, safety, convenience and welfare; and shall not permit a use that is injurious, noxious, offensive or detrimental to its neighborhood except as otherwise specified in this Chapter.

I. Special permits shall be subject to whatever appropriate conditions and safeguards the SPGA may prescribe.

Pass any vote or take any act relative thereto.

**ARTICLE 40: Adjust boundary line between Residence Lake Front District & Rural Business District Hayward Street**

**Sponsor: Property Owner Petition, William C. Tetlow**

To see if the Town Meeting will vote to amend the Zoning Map by changing the boundary between the Residence Lake Front (RLF) District and the Rural Business (BR) District to include in the BR District the land shown as "Area B" on a plan entitled "Re-Zoning Concept Sketch Plan", dated January 13, 2013, by Faist Engineering,

said land being shown on the Assessors map as parcel L37-101-0 and portions of parcels L37-102-0 and L37-125-0.

Pass any vote or take any act relative thereto.

**GENERAL BYLAW AMENDMENTS**

**ARTICLE 41: Tax Collector Tax Authority**

**Sponsor: Town Manager**

To see if the Town will vote to amend Section 135-2 (Licenses and Permits; Denial for Nonpayment of Taxes) of the Town of Hopkinton General Bylaws as follows (note – cross-through represents language to be eliminated and bold represents new language):

The Town Collector (hereinafter referred to as the "Collector") shall annually furnish to each department, board or commission, (hereinafter referred to as the "licensing authority") that issues licenses or permits,

including renewals and transfers, a list of any person, corporation or business enterprise (hereinafter referred to as the "party") that has neglected or refused to pay any local taxes, fees, assessments, betterments or other municipal charges for not less than a ~~six~~**12**-month period and that such party has not filed in good faith a pending application for an abatement of such tax or a pending petition before the Appellate Tax Board.

Pass any vote or take any act relative thereto.

**ARTICLE 42: Secondhand Dealer Bylaw**

**Sponsor: Police Chief**

To see if the Town will vote to amend the General Bylaws of the Town as follows:  
By adding a new Chapter as follows:

**Chapter 161  
SECONDHAND DEALERS  
§161-1. License Required.**

No person shall be a collector of or a dealer in junk, old

metals or secondhand articles, or a keeper of shop for the purchase, sale or barter of junk, old metals or secondhand articles, unless licensed therefor by the

Selectmen.

Pass any vote or take any act relative thereto.

## **LAND ACQUISITIONS AND DISPOSITIONS**

### **ARTICLE 43: Acquisition of Property at 135 Hayden Rowe Street Sponsor: Board of Selectmen & Town Man**

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, property located at 135 Hayden Rowe Street and shown as parcel U23-28-0 on the Assessors Map, said land to be used for general municipal purposes; and further to raise and

appropriate, borrow, transfer from available funds or otherwise provide a sum of money for the purpose of such acquisition.

Pass any vote or take any act relative thereto.

### **ARTICLE 44: Acquisition of Property at 147 Hayden Rowe Street Sponsor: Board of Selectmen & Town Man**

To see if the Town will vote to authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, property located at 147 Hayden Rowe Street and shown as parcels U23-32-0, U23-33-0 and U23-35-A on the Assessors Map, said land to be used for general municipal purposes; and further to

raise and appropriate, borrow, transfer from available funds or otherwise provide a sum of money for the purpose of such acquisition.

Pass any vote or take any act relative thereto.

### **ARTICLE 45: Gift of Easement – 85 West Main Street Sponsor: Planning Board**

To see if the Town will vote to authorize the Board of Selectmen to acquire, by gift a right of way across, easement or fee interest in a certain parcel of land shown as "Proposed Permanent Easement for Potential Future Roadway Improvements" on a plan entitled "Easement Exhibit for the Thurloe Kensington Company," prepared by Bohler Engineering, a copy of which is available for inspection at the Office of the Town Clerk;

said land being a portion of the property located at 85 West Main Street and designated on the Assessors Map as R23-75-0, said land to be used for purposes of an exclusive right turn lane in West Main Street eastbound onto Lumber Street.

Pass any vote or take any act relative thereto.

### **ARTICLE 46: Acquisition of Easement – 91 West Main Street Sponsor: Planning Board**

To see if the Town will vote to authorize the Board of Selectmen to acquire ,by gift, a right of way across, easement or fee interest in a portion of the property located at 91 West Main Street and designated on the Assessors Map as R23-74-0, said land to be used for

purposes of an exclusive right turn lane in West Main Street eastbound onto Lumber Street.

Pass any vote or take any act relative thereto.

### **ARTICLE 47: Acquisition of Property at 15 Claflin Avenue .Sponsor: Town Manager, Board of Selectmen & Cemetery Commission**

To see if the Town will authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, a property located at 15 Claflin Avenue and shown as parcel U16-14-0 on the Assessors Map, said land to be used for a cemetery; and further to raise and

appropriate, borrow, transfer from available funds or otherwise provide a sum of money for the purpose of such acquisition.

Pass any vote or take any act relative thereto.



**ARTICLE 48: Acquisition of Property at 102 Fruit Street****Sponsor: Town Manager**

To see if the Town will authorize the Board of Selectmen to acquire by gift, purchase, eminent domain or otherwise, a property located at 102 Fruit Street and shown as parcel R6-5-0 on the Assessors Map, said land to be used for recreational purposes, water supply and access by the Town to adjacent properties owned by

the Town; and further to raise and appropriate, borrow, transfer from available funds or otherwise provide a sum of money for the purpose of such acquisition.

Pass any vote or take any act relative thereto.

**ARTICLE 49: Grant of Utility Easements - 98 Hayden Rowe Street****Sponsor: Board of Selectmen  
& Town Manager**

To see if the Town will vote to authorize the Board of Selectmen to negotiate and execute a Grant of Easements providing for the laying, construction, reconstruction, operation, maintenance, replacement and removal of an overhead system, underground cables, pipes, conduits, manholes, and such surface testing terminals, pedestals, repeaters, markers, and other appurtenances with wires and/or cables therein within a strip of land ten (10) feet in width beginning at pole T.43-1X/E.43-1X, located on the Southwesterly side

of Hayden Rowe Street, and then running in a Southwesterly direction a distance of approximately one hundred seventy (170) feet to the building located at 98 Hayden Rowe Street, and then into an interior utility room, said land being a portion of the property located at 98 Hayden Rowe Street and designated on the Assessor's Map as U22-1-0.

Pass any vote or take any act relative thereto.

**ARTICLE 50: Gift of land – Legacy Farms Athletic Field****Sponsor: Planning Board**

To see if the Town will authorize the Board of Selectmen to acquire, by gift, a fee interest in parcel of land shown as Lot A-2-D on a plan entitled "Definitive Subdivision Plan, Legacy Farms Road North & Frankland Road Relocation in Hopkinton, Massachusetts," dated October 12, 2012, prepared by Vanasse Hangen Brustlin, Inc., a copy of which is recorded at the

Middlesex South Registry of Deeds as Plan No. 943 of 2012; said land being located off of East Main Street and shown on the Assessor's Map as R13-8-3, said land to be used for open space and recreation purposes.

Pass any vote or take any act relative thereto.

**ARTICLE 51: Gift of land – Legacy Farms Municipal Parcel****Sponsor: Planning Board**

To see if the Town will authorize the Board of Selectmen to acquire, by gift, purchase, eminent domain or otherwise, a fee interest in a parcel of land shown as Lot A-2-C on a plan entitled "Definitive Subdivision Plan, Legacy Farms Road North & Frankland Road Relocation in Hopkinton, Massachusetts," dated October 12, 2012, prepared by Vanasse Hangen Brustlin, Inc., a copy of

which is recorded at the Middlesex South Registry of Deeds as Plan No. 943 of 2012; said land being located off of East Main Street and shown on the Assessor's Map as R13-8-2, said land to be used for general municipal purposes.

Pass any vote or take any act relative thereto.

**ARTICLE 52: Gift of Property at 123 East Main Street – "Toll House" Historic Site****Sponsor: Board of Selectmen  
& Town Manager**

To see if the Town will vote to authorize the Board of Selectmen, for no longer than one year from the date of acceptance of this article, to acquire, by gift, a property located at 123 East Main Street and shown as

parcel U13-7-A on the Assessors Map, said land to be used for purposes of creating an historical site.

Pass any vote or take any act relative thereto.

**ARTICLE 53: Gift of Easement at 287 Hayden Rowe Street****Sponsor: Town Manager**

To see if the Town will vote to authorize the Board of

Selectmen to negotiate and execute a Grant of

Easements providing for a drainage easement on a certain parcel of land shown as "Proposed 20' Drainage Easement" on a plan entitled "Drainage Improvements, 287 Hayden Rowe Street, Hopkinton, Massachusetts", dated January 20, 2015, by Vanasse Hangen Brustlin,

Inc., said land being a portion of the property designated on the Assessors Map as R34-28-0 and commonly known as 287 Hayden Rowe Street.

Pass any vote or take any act relative thereto.

#### **ARTICLE 54: Street Acceptances**

**Sponsor: Planning Board**

To hear the report of the Board of Selectmen relative to the laying out and the widening and relocation of the following named streets under the provisions of Chapter 82 of the *Massachusetts General Laws*, and to see if the Town will vote to accept such streets as and for public ways and to authorize the Board of Selectmen to acquire by gift, purchase or eminent domain any land or interest in land necessary for such laying out, and act on all manners relating thereto:

Erika Drive, from Pond Street to Valleywood Road

Lyn Path, from Erika Drive to dead end  
Tiffany Trail, from Erika Drive to Valleywood Road  
Circle Drive, Valleywood Road to dead end  
Falcon Ridge Drive, from Snowy Owl Road to Snowy Owl Road  
Snowy Owl Road, from Spring Street to Falcon Ridge Drive  
Bridle Path, from Ridge Road to dead end.

Pass any vote or take any act relative thereto.

### **ADMINISTRATIVE**

#### **ARTICLE 55: Ashland-Hopkinton Fire and Emergency Services District**

**Sponsor: Town Manager & Fire Chief**

To see if the Town will vote to authorize the Board of Selectmen, on its behalf, to petition the General Court for passage of a special law substantially as provided below. The Legislature may make clerical or editorial changes in form only to the bill, unless the Board of Selectmen approves amendments to the bill before enactment by the Legislature. The Board of Selectmen is hereby authorized to approve amendments that shall be within the scope of the general public objectives of this petition.

AN ACT RELATIVE TO THE ESTABLISHMENT OF A REGIONAL FIRE, RESCUE AND EMERGENCY MEDICAL SERVICE BY THE TOWNS OF HOPKINTON AND ASHLAND

*Be it enacted by the Senate and House of Representatives in General Court assembled, and by the authority of the same as follows:*

**SECTION 1.** Notwithstanding any general or special law to the contrary, the towns of Hopkinton and Ashland, by and through their respective Boards of Selectmen, are hereby authorized to enter into, and thereafter to amend from time to time as the towns mutually agree, an intermunicipal agreement for the establishment of a Regional Fire, Rescue and Emergency Medical Service for the provision of fire fighting, rescue and emergency response services to residents of both towns.

**SECTION 2.** Notwithstanding any general or special law to the contrary, whenever there is in effect an intermunicipal agreement as authorized by Section 1, the structure, governance and administration of the Regional Fire, Rescue and Emergency Medical Service shall be as set forth in such intermunicipal agreement.

#### **ARTICLE 56: Fruit Street Conceptual Master Plan**

**Sponsor: Planning Board**

To see if the Town will vote to accept a new Fruit Street Master Plan entitled "Fruit Street Master Plan", dated March 24, 2015, said Master Plan to supersede the Concept Master Plan adopted by the Town pursuant to Article 12 of the May 5, 2003, Annual Town Meeting,

and to authorize the Board of Selectmen to take such action as may be necessary or appropriate to implement the Master Plan.

Pass any vote or take an act relative thereto.

**ARTICLE 57: Trustees of the School Trust Fund in the  
Town of Hopkinton**

**Sponsor: Trustees of the School Fund**

To see if the Town will choose members to fill the vacancies now existing in the Board of Trustees of the School Fund in the Town of Hopkinton.

Pass any vote or take any action thereto.

HEREOF FAIL NOT, and make the due return of this warrant, with your doings thereon to the Clerk of said Town of Hopkinton, at the time and place aforesaid.

Given under our hands this \_\_\_\_ day of April, 2015.

BOARD OF SELECTMEN TOWN OF HOPKINTON

\_\_\_\_\_  
Todd A. Cestari, Chairman

\_\_\_\_\_  
John M. Mosher, Vice-Chairman

\_\_\_\_\_  
Michelle A. Gates

\_\_\_\_\_  
Benjamin L. Palleiko

\_\_\_\_\_  
John C. Coutinho

A TRUE COPY  
ATTEST:

\_\_\_\_\_  
Geri Holland, Town Clerk

DATE: \_\_\_\_\_

I HEREBY CERTIFY THAT I HAVE SERVED THE FOREGOING WARRANT BY POSTING A TRUE AND ATTESTED COPY THEREOF IN THE TOWN HOUSE, IN EACH OF THE CHURCHES IN THE TOWN, IN EACH OF THE POST OFFICES AND IN EACH OF THE ENGINE HOUSES OF THE TOWN AT LEAST EIGHT (8) DAYS PRIOR TO THE TIME OF HOLDING SAID MEETING.

\_\_\_\_\_  
Constable of Hopkinton



# Our Town

## AREA

27.9 square miles

## LOCATION

26.2 Miles West of Boston

## COUNTY

Middlesex

## POPULATION

14,925 Federal Census 2010

## ELEVATION

412 ft above sea level

## TOWN INCORPORATED

1715

## TOWN MEETING

Open Town Meeting  
First Monday in May

## ASSESSED VALUE

### FISCAL YEAR 2014

Residential, Commercial, Industrial, Personal  
**\$3,002,298,330**

## TAX RATE

For the period from 7/1/14 – 6/30/15  
(Per \$1,000 of value)  
**\$17.96**

## TAX BILLS

Tax bills are issued quarterly. If unpaid by due date, interest will be added according to the law. Motor Vehicle Excise Tax bills are due thirty days from date of issuance. Water and Sewer Bills are issued semi-annually and are due thirty days from date of issuance.

## DOG LICENSES

All licenses expire December 31. Dogs are to be licensed at 6 months. Proof of rabies vaccination is required.

Fee:

Female/Male..... \$15.00

Spayed/Neutered..... \$10.00

## SENATORS IN CONGRESS

Elizabeth Warren Tel: (617) 565-8519

Email: <http://www.warren.senate.gov/>

Edward J. Markey Tel: (617) 565-8519

Email: <http://www.markey.senate.gov/>

## REPRESENTATIVE IN CONGRESS

4<sup>th</sup> Congressional District

Joseph P. Kennedy III Tel: (508) 431-1110

Email: <http://www.house.gov/kennedy>

## STATE SENATOR

Karen Spilka Tel: (617) 722-1640

Email: [Karen.Spilka@masenate.gov](mailto:Karen.Spilka@masenate.gov)

## REPRESENTATIVE IN GENERAL COURT

Carolyn Dykema Tel: (617) 722-2210

Email: [Rep.CarolynDykema@hou.state.ma.us](mailto:Rep.CarolynDykema@hou.state.ma.us)

## TOWN ELECTION

Third Monday in May

QUALIFICATIONS FOR REGISTRATION AS VOTERS: Must be 18 years of age and a United States Citizen. Please register at the Town Clerk's Office, Monday –Friday: 8AM-4:30PM (508-497-9710). *Special evening registration hours are held proceeding elections.*





2014 VISIONING STEERING GROUP • 300th ANNIVERSARY CELEBRATION COMMITTEE •  
ADA OVERSIGHT COMMITTEE • AFFORDABLE HOUSING TRUST FUND BOARD  
• APPROPRIATION COMMITTEE • BOARD OF ASSESSORS •  
BOARD OF HEALTH • BOARD OF SELECTMEN • BOARD OF TRUST FUNDS •  
CAPITAL IMPROVEMENT COMMITTEE • CEMETERY COMMISSION • COMMISSIONERS  
OF TRUST FUNDS • COUNCIL ON AGING • CULTURAL COUNCIL • CONSERVATION  
COMMISSION • DOWN TOWN INITIATIVE • CIVIL GROUP • DOWN TOWN INITIATIVE  
BOARD • DOWNTOWN INITIATIVE • CIVIL GROUP • DOWNTOWN INITIATIVE  
STEERING COMMITTEE • TREE WARDEN • TRUSTEES OF THE SCHOOL FUND • UPPER CHARLES TRAIL  
COMMITTEE • VETERANS CELEBRATION COMMITTEE • VETERANS GRAVE OFFICER •  
WOODVILLE HISTORIC DISTRICT • YOUTH COMMISSION • ZONING ADVISORY COMMITTEE

COMMISSIONERS OF TRUST FUNDS  
HOUSING AUTHORITY PLANNING BOARD  
BOARD OF HEALTH BOARD OF ASSESSORS  
**TOWN MEETING**  
BOARD OF LIBRARY TRUSTEES  
BOARD OF SELECTMEN  
PARKS AND RECREATION COMMISSION  
**HOPKINTON**

SCHOOL COMMITTEE  
CEMETERY COMMISSION



Hopkinton Town Hall  
18 Main Street  
Hopkinton, MA 01748

[www.hopkintonma.gov](http://www.hopkintonma.gov)